



**CITY OF CLOQUET  
City Council Agenda  
AMENDED  
Tuesday, November 21, 2017  
7:00 p.m.  
City Hall Council Chambers**

CITY COUNCIL WORK SESSION

5:30 Budget / CIP Review  
6:00 CAB Policy Review  
6:30 CAHA / Wilderness Update  
6:35 Cloquet Avenue Discussion

**Roll Call.**

2. **Pledge of Allegiance.**

3. **Approval of Agenda.**

- a. Approval of November 21, 2017 Council Agenda

4. **Approval of Council Minutes.**

- a. Regular Council Minutes from the November 7, 2017 meeting

5. **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. 17-92, Authorizing the Payment of Bills  
b. Engineering Tech II Appointment  
c. Optional 2 AM Liquor License Renewal – Northeastern Saloon and Grille

6. **Public Hearings.**

None.

7. **Presentations.**

None.



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**8. Council Business.**

- a. Resolution No. 17-93, Resolution Adopting and Confirming Special Assessments for Delinquent Utilities and Miscellaneous Property Charges
- b. Resolution No. 17-91, Resolution Approving the Vacation of a Portion of Grant Avenue and The Drainage and Utility Easement Lying South of 2005 Grant Avenue
- c. 2018 Wheel Loader Purchase
- d. Water Treatment Plant Request for Proposals
- e. Dog Park Petition and Request

**9. Public Comments.**

*Please give your name, address, and your concern or comments. Visitors may share their concerns with the City Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. All comments will be taken under advisement by the Council. No action will be taken at this time.*

**10. Council Comments, Announcements, and Updates.**

**11. Adjournment.**



**ADMINISTRATIVE OFFICES**

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**REQUEST FOR COUNCIL ACTION**

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To: Honorable Mayor and City Council  
From: Aaron S. Reeves, City Administrator *AR*  
Date: November 21, 2017

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**ITEM DESCRIPTION:** 2018 Final Budget

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**Proposed Action**

Staff recommends that the City Council review the proposed 2018 budget summary and provide comments to staff on any changes needed.

**Background/Overview**

The following changes have been made from the adopted preliminary budget:

- Switching health insurance providers saving \$130,600.
- Returning to the League of Minnesota Cities Insurance Trust for the City's general and workers compensation insurance coverage saving \$25,000.
- Reducing the amount of projected interest earnings by \$115,000. Interest rates will probably not rise as much as anticipated earlier this year.
- General changes both up and down based on this year's actuals to date.

The above changes result in a \$48,000 reduction from the adopted preliminary tax levy. This equates to a 2.19% increase from the 2017 levy. The City's Tax Capacity will increase by 4.1% in 2018. This means that if a property's Estimated Market Value remains the same the City's portion of property taxes would go down by roughly 2%.

Looking forward to future budgets there are a number of items being worked on including:

- Developing a comprehensive infrastructure and facility replacement plan along with a related financing plan.
- Review of proposed sales tax projects and available sales tax funds.
- Reviewing the budget structure and possibly consolidating a number of funds into the General Fund.
- Research into Franchise Fee and Utility Fee options.

**Supporting Documentation Attached**

- 2018 Proposed Final Budget Summary

**City of Cloquet  
Tax Levy Summary  
2014 Actual Through 2021 Planning**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Proposed 2018</u>	<u>Planning 2019</u>	<u>Planning 2020</u>	<u>Planning 2021</u>
General	\$ 1,400,000	\$ 1,420,000	\$ 1,425,000	\$ 1,600,000	\$ 1,487,000	\$ 1,480,000	\$ 1,725,000	\$ 1,710,000
District Wide Allocation - WLSSD	-	-	-	30,000	30,000	30,000	30,000	30,000
Community Development	99,600	99,600	104,600	124,600	124,600	149,600	149,600	149,600
CD - Tax Abatement Debt	400	400	400	400	400	400	400	400
Library	400,000	400,000	400,000	400,000	390,000	390,000	390,000	390,000
Park	250,000	300,000	300,000	350,000	400,000	400,000	400,000	400,000
GO Business Park Debt	125,000	-	-	-	-	-	-	-
GO Swimming Pond Debt	115,000	115,000	115,000	115,000	105,000	110,000	110,000	110,000
GO Police Facility Debt	-	-	-	-	-	-	-	340,000
Permanent Improvement	100,000	214,000	260,000	250,000	350,000	300,000	250,000	250,000
Public Works Reserve	130,000	150,000	175,000	100,000	150,000	335,000	255,000	175,000
Sewer Utility*	30,000	30,000	30,000	-	-	-	-	-
<b>Tax Levy</b>	<b>\$ 2,650,000</b>	<b>\$ 2,729,000</b>	<b>\$ 2,810,000</b>	<b>\$ 2,970,000</b>	<b>\$ 3,037,000</b>	<b>\$ 3,195,000</b>	<b>\$ 3,310,000</b>	<b>\$ 3,555,000</b>
Levy Change (+/-)	0.00%	2.98%	2.97%	5.69%	2.26%	5.20%	3.60%	7.40%
				Health Insurance & Library Reserves				Police Facility

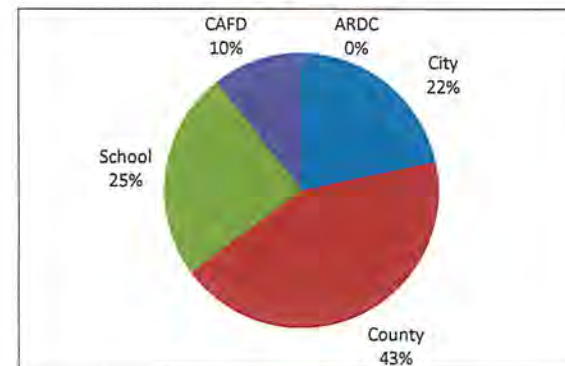
Note: The City had the same levy amount for 2011 through 2014.

\* - District Wide Allocation is not a sewer charge. Moved to General Fund starting in 2017.

**Property Tax Rates**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
<b>City of Cloquet</b>	<b>38.056%</b>	<b>38.743%</b>	<b>40.313%</b>	<b>41.678%</b>
Carlton County	81.422%	82.793%	82.853%	83.043%
Cloquet School District	34.150%	35.039%	51.580%	47.458%
Cloquet Area Fire District	18.052%	18.193%	20.113%	20.131%
ARDC	0.175%	0.174%	0.174%	0.176%
<b>Total Direct and Overlapping</b>	<b>171.855%</b>	<b>174.942%</b>	<b>195.033%</b>	<b>192.486%</b>

**2017 Property Taxes**



**City of Cloquet**  
**Summary Comparison of All Funds Expenditures & Financing Uses**  
**2014 Actual Through 2021 Planning**

FUND		2014	2015	2016	2017	2018	2019	2020	2021	('18 to '17 BUDGET)	
Description	No	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PLANNING	PLANNING	PLANNING	Dollars	%
<b>General</b>											
Total General Fund	101	5,137,061	4,925,383	5,430,711	5,466,350	5,577,925	5,654,925	5,950,475	6,041,300	111,575	2.04%
<b>Special Revenue Funds</b>											
LDO Loan (EDA)	201	-	-	-	202,200	2,200	2,200	2,200	2,200	(200,000)	-98.91%
Federal CDBG Loan (EDA)	202	-	-	-	158,500	3,500	3,500	3,500	3,500	(155,000)	-97.79%
Economic Development Loan (City)	203	-	1,763	14,468	1,350	1,350	1,350	1,350	1,350	-	-
State SCDG/MIF (EDA)	204	-	-	-	2,650	2,650	2,650	2,650	2,650	-	-
CDIC Loan (City)	205	94,158	-	-	-	-	-	-	-	-	-
Revolving SCGP (EDA)	206	16,803	5,000	-	-	-	-	-	-	-	-
Community Dev Operating (City)	207	179,332	146,064	168,107	161,200	170,300	169,000	172,700	175,650	9,100	5.65%
Small Cities Development	208	-	-	62,709	817,000	10,700	10,700	10,700	10,700	(806,300)	100.00%
Library	211	483,426	528,367	535,113	572,600	591,850	612,350	628,450	643,050	19,250	3.36%
Tax Increment - Daqota	220	26,098	27,844	21,760	30,000	30,000	30,000	30,000	30,000	-	-
Tax Increment - 14th St Apartments	221	1,083	11,343	21,467	25,000	30,000	30,000	30,000	30,000	5,000	20.00%
Tax Increment - Oakwood Estates	222	44,521	51,065	47,739	55,000	55,000	55,000	55,000	55,000	-	-
Tax Increment - Patio Homes	223	-	-	-	-	-	55,000	55,000	55,000	-	-
Park	226	397,161	481,822	560,288	599,570	577,725	586,125	581,275	612,025	(21,845)	-3.64%
Senior Center	228	10,427	12,223	15,532	11,400	11,700	11,700	11,700	11,700	300	2.63%
Landfill Host Fee	260	-	4,711	-	-	-	-	5,000	-	-	-100.00%
Cable Television	614	106,955	131,500	144,410	165,950	164,925	170,425	180,025	193,225	(1,025)	-0.62%
Fire Relief Pension	861	1,235	-	-	-	-	-	-	-	-	-
<b>Total Special Revenue</b>		<b>1,361,189</b>	<b>1,401,702</b>	<b>1,591,593</b>	<b>2,802,420</b>	<b>1,651,900</b>	<b>1,740,000</b>	<b>1,769,550</b>	<b>1,826,050</b>	<b>(1,150,520)</b>	<b>-41.05%</b>
<b>Debt Service Funds</b>											
Business Park Bonds	368	262,445	245,013	246,948	243,150	243,600	238,550	237,950	241,350	450	0.19%
Swimming Pond Bonds	370	107,010	110,498	148,420	107,000	1,193,300	99,700	103,900	102,900	1,086,300	1015.23%
City Sales Tax Bonds	372	-	-	-	-	659,350	544,750	544,850	539,750	659,350	100.00%
Police Facility Bonds	374	-	-	-	-	-	-	-	325,500	-	-
<b>Total Debt Service</b>		<b>369,455</b>	<b>355,511</b>	<b>395,368</b>	<b>350,150</b>	<b>2,096,250</b>	<b>883,000</b>	<b>886,700</b>	<b>1,209,500</b>	<b>1,746,100</b>	<b>498.67%</b>
<b>Capital Project Funds</b>											
Permanent Improvement	225	743,027	743,132	406,671	735,500	1,460,500	737,500	1,065,500	1,150,500	725,000	98.57%
Public Facilities Planning	224	-	-	-	145,000	20,000	-	20,000	-	(125,000)	-
Public Works Reserve	231	219,967	327,696	247,675	454,500	381,500	490,000	350,000	573,000	(73,000)	-16.06%
Revolving Capital Projects	403	1,156,610	571,224	3,478,483	-	1,470,000	400,000	6,850,000	885,000	1,470,000	100.00%
City Sales Tax Projects	405	42,507	1,274,489	1,729,545	4,613,000	3,809,350	1,450,000	2,200,000	1,000,000	(803,650)	-17.42%
<b>Total Capital Project Funds</b>		<b>2,162,111</b>	<b>2,916,541</b>	<b>5,862,374</b>	<b>5,948,000</b>	<b>7,141,350</b>	<b>3,077,500</b>	<b>10,485,500</b>	<b>3,608,500</b>	<b>1,193,350</b>	<b>20.06%</b>
<b>Total Governmental Funds</b>		<b>9,029,816</b>	<b>9,599,137</b>	<b>13,280,046</b>	<b>14,566,920</b>	<b>16,467,425</b>	<b>11,355,425</b>	<b>19,092,225</b>	<b>12,685,350</b>	<b>1,900,505</b>	<b>13.05%</b>
<b>Internal Service</b>											
Employee Severance Benefits	701	48,203	60,070	61,064	50,000	30,000	30,000	30,000	30,000	(20,000)	-40.00%
<b>Total Internal Service</b>		<b>48,203</b>	<b>60,070</b>	<b>61,064</b>	<b>50,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>(20,000)</b>	<b>-40.00%</b>
<b>Enterprise Funds</b>											
Water - Lake Superior Waterline	600	2,188,462	2,251,564	2,583,925	3,960,850	4,149,100	4,121,750	2,690,300	2,678,050	188,250	4.75%
Water - In Town System	601	1,181,885	1,190,776	1,296,735	1,338,750	7,366,200	3,544,550	1,787,550	3,847,650	6,027,450	450.23%
Sewer Utility	602	1,576,677	1,518,632	1,623,884	1,755,400	1,913,450	2,059,100	1,760,850	1,953,200	158,050	9.00%
Stormwater Utility	605	175,511	205,536	225,953	226,850	382,050	265,450	401,650	466,000	155,200	68.42%
<b>Total Enterprise Funds</b>		<b>5,122,535</b>	<b>5,166,508</b>	<b>5,730,497</b>	<b>7,281,850</b>	<b>13,810,800</b>	<b>9,990,850</b>	<b>6,640,350</b>	<b>8,944,900</b>	<b>6,528,950</b>	<b>89.66%</b>
<b>Total Proprietary Funds</b>		<b>5,170,738</b>	<b>5,226,578</b>	<b>5,791,561</b>	<b>7,331,850</b>	<b>13,840,800</b>	<b>10,020,850</b>	<b>6,670,350</b>	<b>8,974,900</b>	<b>6,508,950</b>	<b>88.78%</b>
<b>GRAND TOTAL ALL FUNDS</b>		<b>14,200,554</b>	<b>14,825,715</b>	<b>19,071,607</b>	<b>21,898,770</b>	<b>30,308,225</b>	<b>21,376,275</b>	<b>25,762,575</b>	<b>21,660,250</b>	<b>8,409,455</b>	<b>38.40%</b>

**City of Cloquet**  
**Summary Comparison of All Funds Revenues & Financing Sources**  
**2014 Actual through 2021 Planning**

FUND		2014	2015	2016	2017	2018	2019	2020	2021	('18 to '17 BUDGET)	
Description	No	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PLANNING	PLANNING	PLANNING	Dollars	Percent
<b>General</b>											
Total General Fund	101	5,139,636	4,975,421	5,041,571	5,380,750	5,577,850	5,654,000	5,964,000	6,046,500	197,100	3.66%
<b>Special Revenue Funds</b>											
LDO Loan (EDA)	201	16,830	15,393	16,408	57,700	61,200	61,200	61,200	61,200	3,500	6.07%
Federal CDBG Loan (EDA)	202	13,300	8,500	4,600	15,000	10,000	10,000	10,000	10,000	(5,000)	-33.33%
Economic Development Loan (City)	203	97,668	4,221	17,416	6,800	4,350	4,350	4,350	4,350	(2,450)	-36.03%
State SCDG/MIF (EDA)	204	2,100	1,400	700	3,000	1,000	1,000	1,000	1,000	(2,000)	-66.67%
CDIC Loan (City)	205	-	-	-	-	-	-	-	-	-	-
Revolving SCGP (EDA)	206	5,803	-	2,398	17,000	10,700	10,700	10,700	10,700	(6,300)	-
Community Dev Operating (City)	207	109,729	105,204	142,902	149,900	144,900	169,900	169,900	169,900	(5,000)	-3.34%
Small Cities Development (City)	208	-	-	62,709	817,000	10,700	10,700	10,700	10,700	(806,300)	100.00%
Library	211	481,961	523,074	539,032	628,000	592,000	592,000	617,000	592,000	(36,000)	-5.73%
Tax Increment - Daqota	220	29,804	29,802	18,331	30,000	30,000	30,000	30,000	30,000	-	-
Tax Increment - 14th St Apartments	221	-	24,852	22,631	25,000	30,000	30,000	30,000	30,000	5,000	20.00%
Tax Increment - Oakwood Estates	222	52,945	52,932	52,933	55,000	55,000	55,000	55,000	55,000	-	-
Tax Increment - Patio Homes	223	-	-	-	-	-	55,000	55,000	55,000	-	-
Park	226	434,039	480,207	508,207	550,000	613,100	618,200	618,300	618,400	63,100	11.47%
Senior Center	228	11,740	9,600	9,940	11,400	11,500	11,500	11,500	11,500	100	0.88%
Landfill Host Fee	260	106,362	3,253	42,868	64,000	64,000	65,000	65,000	65,000	-	-
Cable Television	614	114,375	111,386	108,191	120,450	125,450	130,450	130,450	130,450	5,000	4.15%
Fire Relief Pension	861	-	-	-	-	-	-	-	-	-	-
Total Special Revenue		1,476,656	1,369,824	1,549,266	2,550,250	1,763,900	1,855,000	1,880,100	1,855,200	(786,350)	-30.83%
<b>Debt Service Funds</b>											
Business Park Bonds	368	408,328	29,637	15,929	7,000	10,900	10,900	10,900	10,900	3,900	55.71%
Swimming Pond Bonds	370	115,173	115,878	1,210,156	115,000	105,000	110,000	110,000	110,000	(10,000)	-8.70%
City Sales Tax Bonds	372	-	-	-	-	659,350	544,750	544,850	539,750	659,350	-
Police Facility Bonds	374	-	-	-	-	-	-	-	340,000	-	-
Total Debt Service		523,501	145,515	1,226,085	122,000	775,250	665,650	665,750	1,000,650	653,250	535.45%
<b>Capital Project Funds</b>											
Permanent Improvement	225	318,389	356,237	385,923	390,000	1,135,000	1,752,000	385,000	1,890,000	745,000	191.03%
Public Facilities Planning	224	357,500	359,800	504,000	4,000	-	-	-	-	(4,000)	-100.00%
Public Works Reserve	231	217,368	207,067	242,354	330,000	275,000	365,000	385,000	343,500	(55,000)	-15.67%
Revolving Capital Projects	403	1,156,610	571,224	3,478,483	-	1,470,000	400,000	6,850,000	885,000	1,470,000	100.00%
City Sales Tax Projects	405	1,024,519	787,371	921,240	9,015,000	815,000	815,000	815,000	815,000	(8,200,000)	-90.96%
Total Capital Project Funds		3,074,386	2,281,699	5,532,000	9,739,000	3,695,000	3,332,000	8,435,000	3,933,500	(6,044,000)	-62.06%
Total Governmental Funds		10,214,179	8,772,459	13,348,922	17,792,000	11,812,000	11,506,650	16,944,850	12,835,850	(5,980,000)	-33.61%
<b>Internal Service Fund</b>											
Employee Severance Benefits	701	40,477	19,671	24,965	45,000	55,000	30,000	30,000	30,000	10,000	22.22%
Total Internal Service		40,477	19,671	24,965	45,000	55,000	30,000	30,000	30,000	10,000	22.22%
<b>Enterprise Funds</b>											
Water Lake Superior Waterline	600	2,594,535	2,686,705	2,687,682	4,050,000	4,510,000	3,010,000	3,035,000	3,010,000	460,000	11.36%
Water In-Town	601	1,352,171	1,483,466	1,157,458	1,192,500	6,772,500	2,877,500	1,207,500	3,187,500	5,580,000	467.92%
Sewer Utility	602	1,506,044	1,588,256	1,617,386	1,574,000	1,549,000	1,549,000	1,549,000	1,549,000	(25,000)	-1.59%
Stormwater Utility	605	331,586	333,344	331,360	332,000	332,000	332,000	332,000	332,000	-	-
Total Enterprise Funds		5,784,336	6,091,771	5,793,886	7,148,500	13,163,500	7,768,500	6,123,500	8,078,500	6,015,000	84.14%
Total Proprietary Funds		5,824,813	6,111,442	5,818,851	7,193,500	13,218,500	7,798,500	6,153,500	8,108,500	6,025,000	83.76%
<b>GRAND TOTAL ALL FUNDS</b>		<b>16,038,992</b>	<b>14,883,901</b>	<b>19,167,773</b>	<b>24,985,500</b>	<b>25,030,500</b>	<b>19,305,150</b>	<b>23,098,350</b>	<b>20,944,350</b>	<b>45,000</b>	<b>0.18%</b>

**City of Cloquet**  
**All Funds Revenues & Expenditures/Expenses Summary**  
**2018 Budget**

**Revenues by Source for 2018**

FUND		Property Taxes	Other Taxes	Intergovt	Charges	All Others*	Transfers	Revenues
Description	No							
Total General Fund		1,517,000	55,000	2,935,900	318,350	501,600	250,000	5,577,850
<b>Special Revenue Funds</b>								
LDO Loan (EDA)	201	-	-	-	-	61,200	-	61,200
Federal CDBG Loan (EDA)	202	-	-	-	-	10,000	-	10,000
Economic Development Loan (City)	203	-	-	-	-	4,350	-	4,350
State SCDG/MIF (EDA)	204	-	-	-	-	1,000	-	1,000
CDIC Loan (City)	205	-	-	-	-	-	-	-
Revolving SCGP (EDA)	206	-	-	-	-	-	10,700	10,700
Community Dev Operating (City)	207	125,000	-	-	-	19,900	-	144,900
Small Cities Development (City)	208	-	-	-	-	10,700	-	10,700
Library	211	390,000	-	-	20,500	6,500	175,000	592,000
Tax Increment - Daqota	220	-	30,000	-	-	-	-	30,000
Tax Increment - 14th Street Apart.	221	-	30,000	-	-	-	-	30,000
Tax Increment - Oakwood Estates	222	-	55,000	-	-	-	-	55,000
Park	226	400,000	-	-	114,500	98,600	-	613,100
Senior Center	228	-	-	-	-	11,500	-	11,500
Landfill Host Fee	260	-	-	-	-	64,000	-	64,000
Cable Television	614	-	125,000	-	-	450	-	125,450
Fire Relief Pension	861	-	-	-	-	-	-	-
<b>Total Special Revenue</b>		<b>915,000</b>	<b>240,000</b>	<b>-</b>	<b>135,000</b>	<b>288,200</b>	<b>185,700</b>	<b>1,763,900</b>
<b>Debt Service Funds</b>								
Business Park Bonds	368	-	-	-	-	10,900	-	10,900
Swimming Pond Bonds	370	105,000	-	-	-	-	-	105,000
City Sales Tax Bonds	372	-	-	-	-	659,350	-	659,350
Police Facility Bonds	374	-	-	-	-	-	-	-
<b>Total Debt Service</b>		<b>105,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>670,250</b>	<b>-</b>	<b>775,250</b>
<b>Capital Project Funds</b>								
Permanent Improvement	225	350,000	-	660,000	-	125,000	-	1,135,000
Facilities Planning	224	-	-	-	-	-	-	-
Public Works Reserve	231	150,000	-	-	-	30,000	95,000	275,000
Revolving Capital Projects	403	-	-	670,000	-	-	800,000	1,470,000
City Sales Tax Projects	405	-	815,000	-	-	-	-	815,000
<b>Total Capital Project Funds</b>		<b>500,000</b>	<b>815,000</b>	<b>1,330,000</b>	<b>-</b>	<b>155,000</b>	<b>895,000</b>	<b>3,695,000</b>
<b>Total Governmental Funds</b>		<b>3,037,000</b>	<b>1,110,000</b>	<b>4,265,900</b>	<b>453,350</b>	<b>1,615,050</b>	<b>1,330,700</b>	<b>11,812,000</b>
<b>Internal Service</b>								
Employee Severance Benefits	701	-	-	-	20,000	10,000	25,000	55,000
<b>Enterprise Funds</b>								
Water - Lake Superior Waterline	600	-	-	-	3,010,000	1,500,000	-	4,510,000
Water - In Town System	601	-	-	-	1,067,500	5,705,000	-	6,772,500
Sewer Utility	602	-	-	-	1,504,000	45,000	-	1,549,000
Stormwater Utility	605	-	-	-	330,000	2,000	-	332,000
<b>Total Enterprise Funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>5,911,500</b>	<b>7,252,000</b>	<b>-</b>	<b>13,163,500</b>
<b>Total Proprietary Funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>5,931,500</b>	<b>7,262,000</b>	<b>25,000</b>	<b>13,218,500</b>
<b>GRAND TOTAL ALL FUNDS</b>		<b>3,037,000</b>	<b>1,110,000</b>	<b>4,265,900</b>	<b>6,384,850</b>	<b>8,877,050</b>	<b>1,355,700</b>	<b>25,030,500</b>

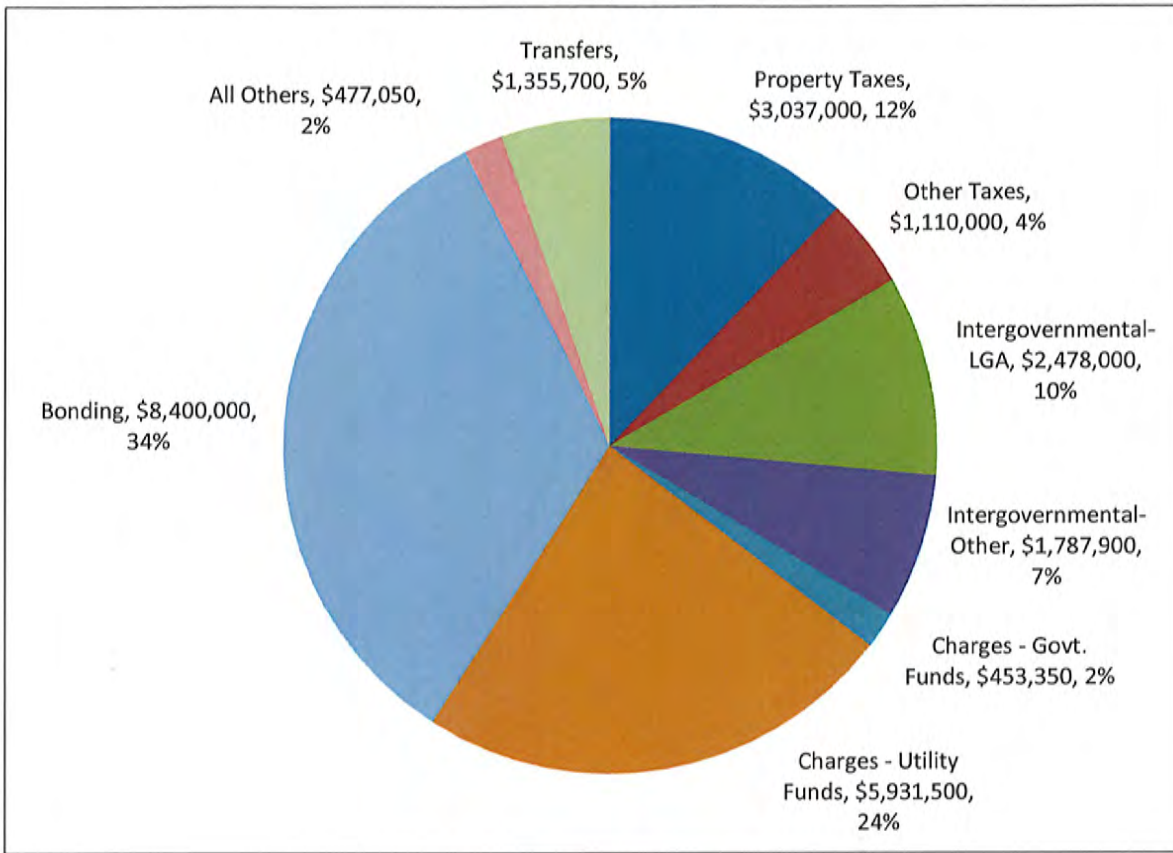
**Expenditures/Expenses by Function for 2018**

Personal Services	Supplies	Other Services	Debt	Capital	Transfers	Expenditure/Expenses
3,857,575	351,000	1,153,350	-	16,000	200,000	5,577,925
-	-	2,200	-	-	-	2,200
-	-	3,500	-	-	-	3,500
-	-	1,350	-	-	-	1,350
-	-	2,650	-	-	-	2,650
-	-	-	-	-	-	-
-	-	-	-	-	-	-
137,500	500	32,300	-	-	-	170,300
-	-	-	-	-	10,700	10,700
462,300	54,600	74,950	-	-	-	591,850
-	-	30,000	-	-	-	30,000
-	-	30,000	-	-	-	30,000
-	-	55,000	-	-	-	55,000
269,075	28,100	255,550	-	20,000	5,000	577,725
-	400	11,300	-	-	-	11,700
-	-	-	-	-	-	-
146,675	2,500	10,750	-	5,000	-	164,925
-	-	-	-	-	-	-
<b>1,015,550</b>	<b>86,100</b>	<b>509,550</b>	<b>-</b>	<b>25,000</b>	<b>15,700</b>	<b>1,651,900</b>
-	-	-	243,600	-	-	243,600
-	-	-	1,193,300	-	-	1,193,300
-	-	-	659,350	-	-	659,350
-	-	-	<b>2,096,250</b>	<b>-</b>	<b>-</b>	<b>2,096,250</b>
-	-	-	-	660,500	800,000	1,460,500
-	-	-	-	20,000	-	20,000
-	-	-	-	381,500	-	381,500
-	-	-	-	1,470,000	-	1,470,000
-	-	-	-	3,150,000	659,350	3,809,350
-	-	-	-	<b>5,682,000</b>	<b>1,459,350</b>	<b>7,141,350</b>
<b>4,873,125</b>	<b>437,100</b>	<b>1,662,900</b>	<b>2,096,250</b>	<b>5,723,000</b>	<b>1,675,050</b>	<b>16,467,425</b>
<b>30,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>
706,200	39,550	1,593,650	110,000	1,649,700	50,000	4,149,100
579,800	83,700	328,150	134,550	6,100,000	140,000	7,366,200
396,200	29,050	1,053,200	-	325,000	110,000	1,913,450
140,000	28,500	43,550	-	130,000	40,000	382,050
<b>1,822,200</b>	<b>180,800</b>	<b>3,018,550</b>	<b>244,550</b>	<b>8,204,700</b>	<b>340,000</b>	<b>13,810,800</b>
<b>1,852,200</b>	<b>180,800</b>	<b>3,018,550</b>	<b>244,550</b>	<b>8,204,700</b>	<b>340,000</b>	<b>13,840,800</b>
<b>6,725,325</b>	<b>617,900</b>	<b>4,681,450</b>	<b>2,340,800</b>	<b>13,927,700</b>	<b>2,015,050</b>	<b>30,308,225</b>

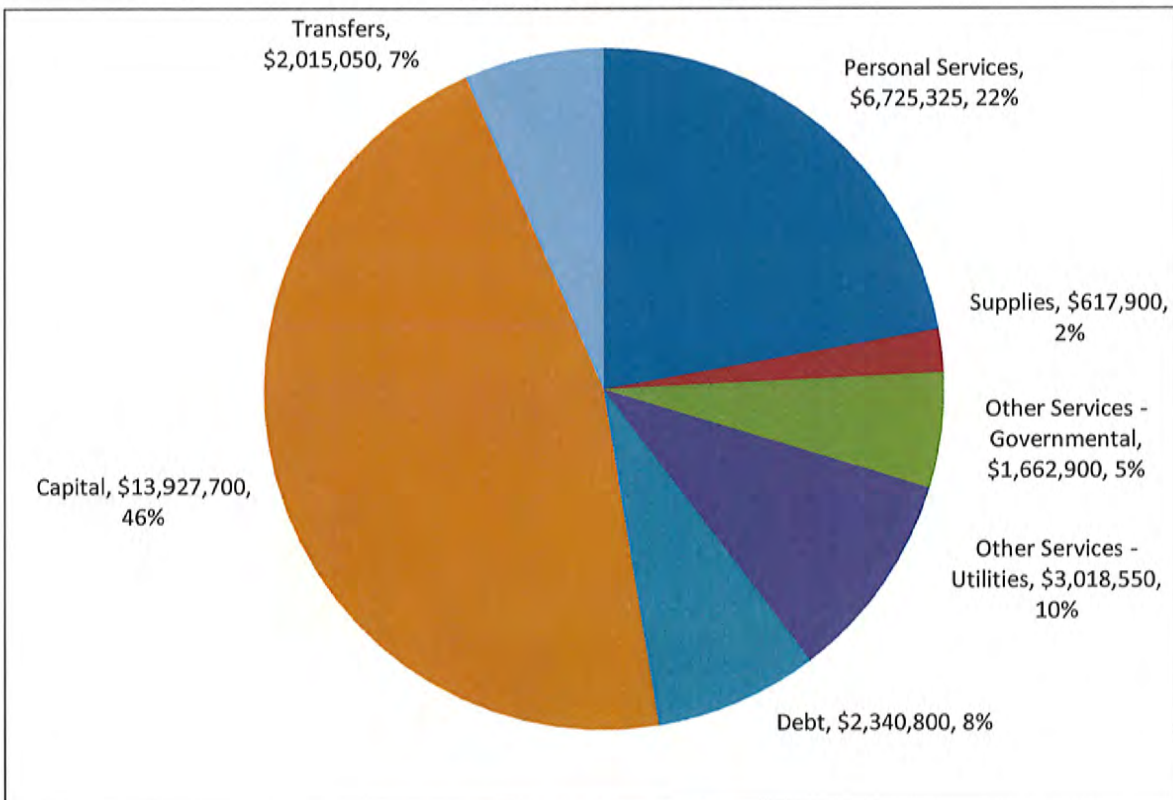
\* - License and Permits, Fines & Forfeitures, Special Assessments, and Miscellaneous.

# City of Cloquet 2018 Budget - All Funds

## Revenues



## Expenditures/Expenses





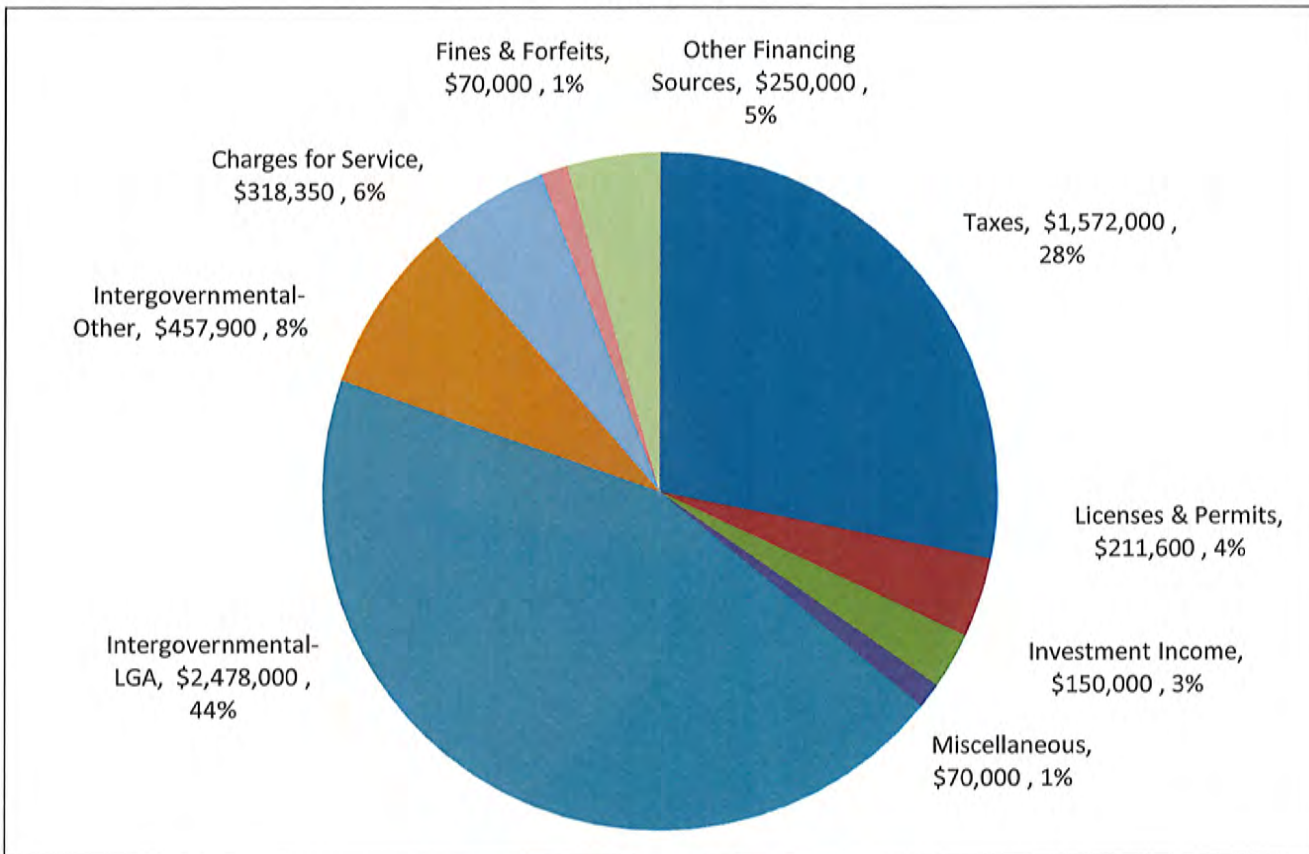
**City of Cloquet**  
**Summary Comparison of General Fund Expenditures & Financing Uses, Revenues & Financing Sources**  
**2014 Actual through 2021 Planning**

Descriptions	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2018 PROPOSED	2019 PLANNING	2020 PLANNING	2021 PLANNING	CHANGE	
									('18 to '17 BUDGET)	
									Dollars	Percent
<b>Expenditures &amp; Financing Uses:</b>										
Council & Mayor	\$ 101,268	\$ 119,072	\$ 105,140	\$ 98,550	\$ 86,050	\$ 112,550	\$ 86,050	\$ 102,550	\$ (12,500)	-12.68%
Elections	15,486	135	16,395	-	17,250	-	17,750	-	17,250	100.00%
Administration	216,313	204,919	260,170	269,050	209,575	197,675	210,025	212,075	(59,475)	-22.11%
Human Resources	-	-	-	74,550	93,800	67,300	71,800	70,800	19,250	-
Finance	174,666	166,630	177,645	178,550	208,400	186,400	191,700	198,000	29,850	16.72%
Building & Planning Services	226,486	208,535	198,109	217,200	294,550	306,200	392,750	333,250	77,350	35.61%
Prosecution	102,815	118,376	120,243	110,000	110,000	115,000	115,000	115,000	-	-
Managed Information Technology	-	-	-	47,000	47,000	47,000	47,000	47,000	-	100.00%
General Government Bldgs	126,027	117,117	120,040	113,050	111,550	115,500	118,950	122,150	(1,500)	-1.33%
WLSSD District Wide Allocation	-	-	-	30,000	30,000	30,000	30,000	30,000	-	-
Public Safety Building	31,740	35,678	31,640	34,500	30,500	24,500	24,500	24,500	(4,000)	-11.59%
Police & Other Public Safety	2,160,762	2,379,817	2,507,199	2,747,800	2,824,900	2,931,750	3,047,300	3,190,775	77,100	2.81%
Highways, Streets, & Roadways	1,034,833	839,451	984,330	1,037,850	1,004,100	1,035,300	1,086,400	1,108,950	(33,750)	-3.25%
Snow Removal	40,174	60,826	76,638	62,500	72,000	72,000	72,000	72,000	9,500	15.20%
Street Lighting	148,522	168,729	136,682	157,500	157,500	157,500	157,500	157,500	-	-
Weed Control	5,213	10,143	8,759	28,000	20,000	20,000	20,000	20,000	(8,000)	-28.57%
Events Coordination	-	7,946	7,317	8,000	8,500	9,000	9,500	9,500	500	6.25%
Lodging Tax Distribution	52,756	63,009	48,303	52,250	52,250	52,250	52,250	52,250	-	-
Other Financing Uses	700,000	425,000	632,101	200,000	200,000	175,000	200,000	175,000	-	-
<b>Total</b>	<b>\$ 5,137,061</b>	<b>\$ 4,925,383</b>	<b>\$ 5,430,711</b>	<b>\$ 5,466,350</b>	<b>\$ 5,577,925</b>	<b>\$ 5,654,925</b>	<b>\$ 5,950,475</b>	<b>\$ 6,041,300</b>	<b>\$ 111,575</b>	<b>2.04%</b>
<b>Revenues &amp; Financing Sources:</b>										
Taxes	\$ 1,456,120	\$ 1,492,395	\$ 1,487,229	\$ 1,685,000	\$ 1,572,000	\$ 1,565,000	\$ 1,810,000	\$ 1,795,000	\$ (113,000)	-6.71%
Licenses & Permits	152,646	110,771	127,211	121,600	211,600	211,600	212,100	212,100	90,000	74.01%
Intergovernmental	2,724,359	2,769,940	2,787,249	2,832,000	2,935,900	2,948,900	2,958,900	2,963,900	103,900	3.67%
Charges for Service	257,220	210,509	226,162	307,150	318,350	343,500	353,000	355,500	11,200	3.65%
Fines & Forfeits	63,255	65,927	57,323	60,000	70,000	70,000	70,000	70,000	10,000	16.67%
Investment Income	84,352	45,274	32,172	70,000	150,000	175,000	200,000	250,000	80,000	114.29%
Miscellaneous	86,257	70,605	94,225	65,000	70,000	70,000	70,000	70,000	5,000	7.69%
Other Financing Sources	315,427	210,000	230,000	240,000	250,000	270,000	290,000	330,000	10,000	4.17%
<b>Total</b>	<b>\$ 5,139,636</b>	<b>\$ 4,975,421</b>	<b>\$ 5,041,571</b>	<b>\$ 5,380,750</b>	<b>\$ 5,577,850</b>	<b>\$ 5,654,000</b>	<b>\$ 5,964,000</b>	<b>\$ 6,046,500</b>	<b>\$ 197,100</b>	<b>3.66%</b>
<b>NET CHANGE</b>	<b>\$ 2,575</b>	<b>\$ 50,038</b>	<b>\$ (389,140)</b>	<b>\$ (85,600)</b>	<b>\$ (75)</b>	<b>\$ (925)</b>	<b>\$ 13,525</b>	<b>\$ 5,200</b>	<b>\$ 85,525</b>	

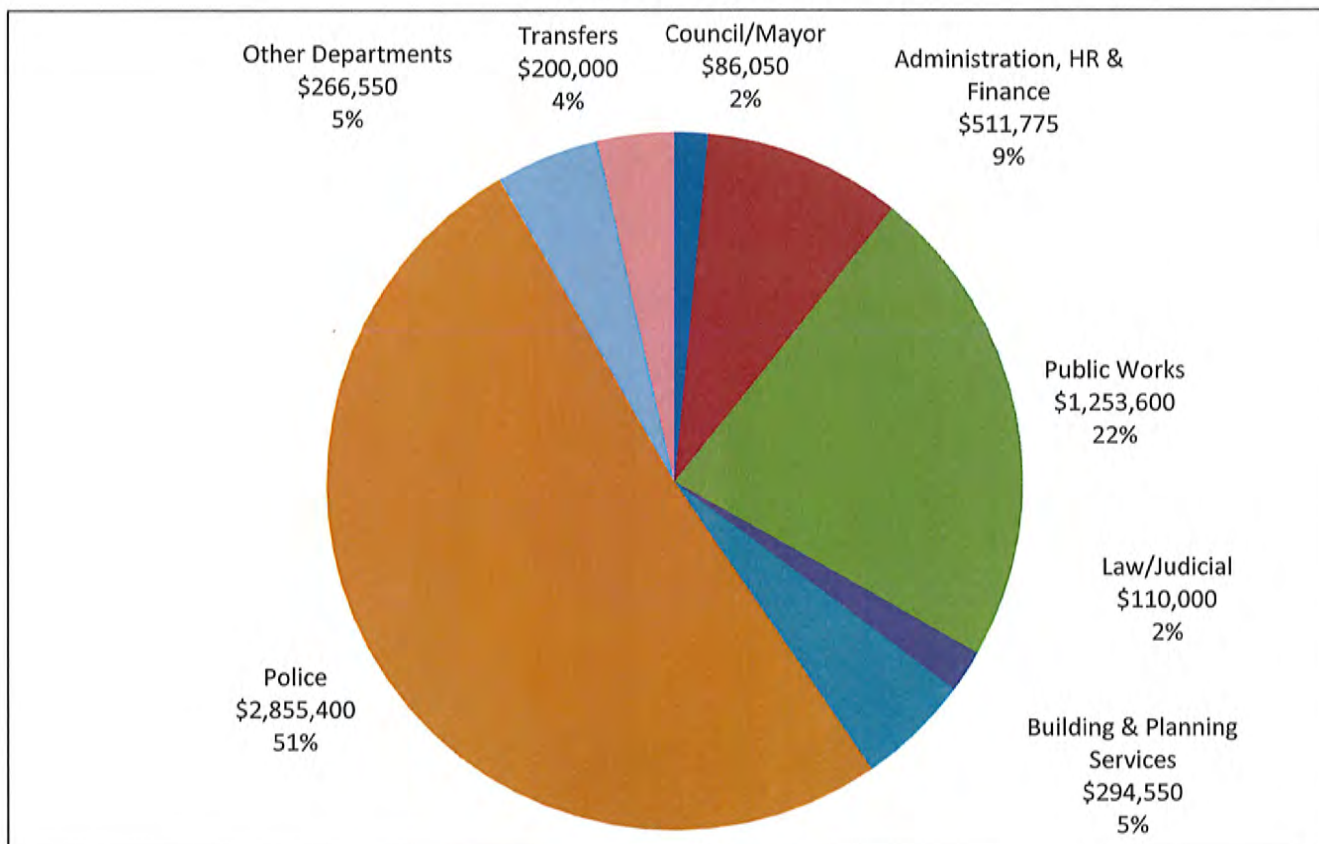
Building Trans Building Trans Building Trans Studies  
 Busin Park Debt Cmty Sign

# City of Cloquet 2018 General Fund Budget

## Revenues



## Expenditures





**ADMINISTRATIVE OFFICES**

1307 Cloquet Avenue • Cloquet MN 55720  
Phone: 218-879-3347 • Fax: 218-879-6555  
email: areeves@cloquetmn.gov  
www.cloquetmn.gov

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**REQUEST FOR COUNCIL ACTION**

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To: Honorable Mayor and City Council  
From: Aaron S. Reeves, City Administrator *AR*  
Date: November 21, 2017

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**ITEM DESCRIPTION:** CAB Policy Update

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**Proposed Action**

Staff recommends that the City Council review the attached CAB Policy update and provide comments to staff on any changes.

**Background/Overview**

Staff has reviewed the current CAB Policy and recommends the approval of the attached updated Policy. The details related to the hiring process have been removed from the CAB Policy and placed in the Police Department Policy Manual where they should be located. The CAB Policy now focuses directly on the CAB's role in hiring and promotion, citizen complaints, and certain disciplinary actions. I worked with input from the CAB in preparing the final draft Policy.

**Supporting Documentation Attached**

- Draft Citizen Advisory Board Policy

# **Citizen Advisory Board Policy**

## **CLOQUET POLICE**

**The Cloquet Citizen Advisory Board has been appointed by the Cloquet City Council to assist the Cloquet Police Department with regard to disciplinary procedures, public complaints, and promotion/hiring procedures. The Citizen Advisory Board will assist the Police Chief by providing an objective community perspective in the handling of those matters.**

*Revised XX-XX-2017*

## **ADMINISTRATIVE RULES & PROCEDURES**

Rule 1. **Definitions** - For the purpose of these rules and procedures, the following terms and phrases shall have the meaning prescribed to them as set forth below:

- (a) Appointing authority means the City Council of the City of Cloquet.
- (b) Candidate list refers to the list of the entry-level applicants who have successfully passed the competitive written/skills examination phase of the selection process.
- (c) Certification means the process by which the Citizen Advisory Board nominates the three highest scoring individuals on the eligible register to the Police Chief to be considered for appointment.
- (d) Classified employees (members) means all employees or members of the police department for which formal job descriptions have been developed and approved by the Police Chief/City Administrator.
- (e) Eligible register refers to the list of entry-level applicants who have successfully completed both the written and oral interview phases of the selection process and who may be considered for certification.
- (f) Citizen Advisory Board or Board refers to a three member board whose members are appointed by the Mayor (and approved by the City Council). Each term will be staggered from the others and will be a three (3) year term, not to exceed two (2) terms.
- (g) Formal Public complaint refers to a formal, written complaint made on the prescribed form and delivered to the Police Chief for action.
- (h) Disciplinary Procedure means any disciplinary action taken by the Police Chief, in accordance with the City's Personnel Policy and relevant Police Department Policies that results in suspension or discharge of an officer.

Rule 2. **CLOQUET POLICE CITIZEN ADVISORY BOARD ORGANIZATION.**

Subd 1. Meeting. The Citizen Advisory Board shall meet in the first quarter of each year. The Citizen Advisory Board shall from time to time fix the times for its meetings and adopt, amend, and alter rules for its procedure. Two (2) members of the Citizen Advisory Board shall constitute a quorum and a minimum of two votes will be necessary to take formal action. Upon appointment to the board, the new member is required to complete the following (items A-C) prior to active service:

- A. Data Privacy training, provided by the City of Cloquet
- B. Twenty (20) hours of riding with a member of the Cloquet Police Department who is on duty
- C. Submit to a criminal background check

Each new board member will also be required to attend the next scheduled Citizens Police Academy conducted by the Police Department if feasible.

Subd 2. Citizen Advisory Board to Serve Without Pay. Each Board member shall serve without pay. The Council shall pay, from the municipal treasury, all expenses incurred by the Citizen Advisory Board in connection with the performance of its duties and shall furnish it with all supplies, stationery, and equipment it may require.

Rule 3. **CITIZEN ADVISORY BOARD RECORDS DEEMED PUBLIC RECORD**. Save any exception(s) noted in these rules, City Policy, or Statute, the minutes, correspondence and records of the Citizen Advisory Board are hereby declared to be public record subject to the privacy rights and protections afforded by law.

Rule 4. **AMENDMENTS TO RULES**. The City and Board may at any time cooperate to make, amend, alter and change or otherwise make additions to these rules and regulations. Copies of these rules shall be maintained at the police department and will be available for inspection upon reasonable request.

Reasonable notice of the effective date of the changes, amendments, alterations, or additions shall be given by posting copies of the changes in the police department and updated in the Police Policy Manual.

Rule 5. **HIRING AND PROMOTION**.

Subd 1. Conduct of Examinations. The Citizen Advisory Board shall ensure that all applicants be given an equal opportunity to demonstrate their qualifications and that all examinations are conducted openly and fairly. If an applicant is found to be using any extraneous, forbidden, or unfair source of information or advantage when taking the examination(s), the examination monitor is authorized to seize such material and shall make a written report to the Police Chief. The report will be submitted with the applicant's test materials and the improper source of information or advantage alleged.

The Police Chief may take such action as deemed appropriate in the case and may, in his/her discretion, disqualify the applicant.

Subd 2. Scoring of Examinations. The Citizen Advisory Board shall see that all entrance and promotional examinations are scored as fairly and promptly as possible and shall follow all procedures as detailed in the Police Policy Manual for the hiring or promotion of Police

Officers.

Rule 6. **PREPARATION AND ADOPTION OF ELIGIBLE REGISTERS.**

Subd. 1. Entrance Examinations. Upon completion of scoring, the Citizen Advisory Board shall prepare a written register showing the applicants' names ranked in order of their total oral interview score provided the applicant has a minimum score of 70 on each of the written and oral exam. The names will be ranked with the highest total on the oral exam appearing first. In the event that two or more applicants have identical oral interview scores, the applicant with the higher written score will be placed highest on the register, second to be listed next, and so forth.

Subd 2. Promotional Examinations. In the event that two or more applicants have identical total scores, they will be referred to the Police Chief for a final interview. The Police Chief will consider the scores and the performance in the final interview and will make a recommendation for hire to the City Council. If the applicant recommended is not hired or does not accept the promotion for any reason, the Police Chief will recommend one of the remaining candidates until the position is filled.

Rule 7. **ERRORS, CORRECTIONS AND REVISIONS.** If clerical or other errors are discovered in the scoring of any examinee's work, the Citizen Advisory Board shall make the necessary corrections in scores and in the eligible register rankings and shall notify promptly the eligible applicants affected. No person whose name has been certified from such register and who has been employed, shall be displaced because of such a correction and change.

Rule 8. **COORDINATION WITH RULES AND REGULATIONS OF THE POLICE DEPARTMENT.** The Citizen Advisory Board shall endeavor to promote respect for the Police Department and shall assist in the enforcement of Rules and Regulations of the Police Department as they relate to certain disciplinary procedures, the hiring process, and public complaints. The Citizen Advisory Board recognizes the Rules of Conduct, Disciplinary Procedures, City Personnel Policy, Department General Orders, Police Department Policy Manual, and any other relevant City Policies or Statutory requirements are made part of these rules, as bona fide standards for fitness, conduct, and efficiency governing the operation of all officers and employment in the Police Department. To the extent that any portion of these rules is determined to be unenforceable, it is the express intent to have the remaining rules and procedures apply to the extent permitted by law.

Rule 9. **FORMAL PUBLIC COMPLAINTS AGAINST POLICE OFFICERS.** Once a formal public complaint is received by the Police Chief, the following protocol will be followed:

1. The Police Chief will notify all members of the CAB via email or written correspondence that a formal public complaint was filed. This notification will occur as soon as practical after the complaint is received. Notification will consist of:

- a. A copy of the complaint with the officer's named redacted.
  - b. Whether a formal investigation will be conducted or not.
2. If it is determined that the complaint merits investigation per department policy (Procedure 6.001 Disciplinary Procedures Allegations of Misconduct) an investigation will be conducted by appropriate staff/agency as determined by the Police Chief.
3. Once the appropriate investigation is completed the following actions will be taken:
  - a. A copy of the investigation report will be provided to the CAB with the officer's name redacted.
  - b. The Police Chief will notify the CAB if any formal action will be taken or not.
  - c. If the formal action results in discipline that does not rise to the level of suspension or dismissal the CAB will be notified by the Police Chief as such.
  - d. If the investigation determines that discipline is warranted and rises to the level of a suspension or dismissal the process in Rule 10 will be followed.
4. The CAB will make its recommendation, providing rationale for such recommendation.
5. If the Police Chief does not agree with CAB recommendations, the CAB will be informed of that final decision and provided with the Chief's rationale.

Rule 10.

**POLICE OFFICER DISCIPLINARY ACTIONS.** If disciplinary action resulting in the suspension or discharge of a Police Officer is taken by the Police Chief, the following protocol will be followed:

1. The Police Chief will notify all members of the CAB via email or written correspondence as soon as it is determined disciplinary action will be taken. Notification will consist of:
  - a. Reason for disciplinary action
  - b. Officer involved
  - c. Detail of disciplinary action: either suspension or dismissal
2. The Police Chief will meet with the CAB, provide the CAB the opportunity to review relevant material, and discuss the case prior to taking formal action.
3. The CAB will make its recommendation, providing rationale for such recommendation.
4. If the Police Chief does not agree with CAB recommendations, the CAB will be



informed of that final decision and provided with the Chief's rational.

Rule 11. **APPEAL.** All decisions made by the Police Chief related to this policy may be appealed by the CAB, in writing, after a formal vote, to the City Administrator within five working days after the decision is made. All decisions made by the City Administrator may be appealed by the CAB, in writing, after a formal vote, to the City Council within five working days after the decision is made.

Rule 12. **PRIVATE AND NON-PUBLIC DATA.** The CAB will have access to private and non-public data as part of its duties. CAB members will adhere to all City and Statutory Data Practices Policies and laws. Any violation of said policies or laws will result in the immediate removal of the CAB member from the CAB.

**DRAFT**

Regular Meeting

Roll Call

Councilors Present: Bailey, Bjerkness, Kolodge, Langley, Maki, Rock, Mayor Hallback

Councilors Absent: None

Pledge of Allegiance

**AGENDA****MOTION:** Councilor Bailey moved and Councilor Rock seconded the motion to approve the November 7, 2017 agenda. The motion carried unanimously (7-0).**MINUTES****MOTION:** Councilor Langley moved and Councilor Rock seconded the motion to approve the minutes of the Work Session and Regular Meeting of October 17, 2017. The motion carried unanimously (7-0).**CONSENT AGENDA****MOTION:** Councilor Bjerkness moved and Councilor Langley seconded the motion to adopt the consent agenda of November 7, 2017, approving the necessary motions and resolutions. The motion carried unanimously (7-0).

- a. Resolution No. 17-88, Resolution Authorizing the Payment of Bills and Payroll
- b. Home for the Holidays Celebration
- c. Cloquet Country Club Beer and On-Sale Liquor Sales at CARC – Home for the Holidays Alumni Hockey Game
- d. New Massage Therapist License – Alycia Kovach

**PUBLIC HEARINGS**

There were none.

**PRESENTATIONS**

There were none.

**APPROVING VACATION OF EAST/WEST DRAINAGE AND UTILITY EASEMENT – GRANT AVENUE****MOTION:** Councilor Bailey moved and Councilor Maki seconded the motion to adopt **RESOLUTION NO. 17-86, A RESOLUTION APPROVING THE VACATION OF A PORTION OF THE EAST/WEST DRAINAGE AND UTILITY EASEMENT LYING SOUTH OF 2005 GRANT AVENUE.** The motion carried unanimously (7-0).**WHEREAS,** Nathan Radoush is proposing to vacate a portion of the east/west drainage and utility easement lying south of 2005 Grant Avenue; and**WHEREAS,** As required by ordinance, notification was advertised in the Pine Journal 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 October 24, 2017 at which time Zoning Case / Development Review No. 17-16 was heard and discussed; and**WHEREAS,** the property of the proposed Drainage and Utility Easement Vacation is located south of 2005 Grant Avenue and is legally described as follows:

The south 20 feet of the vacated portion of Grant Avenue adjacent to Lot 1, Block 4, Southside Addition to Cloquet, Carlton County, Minnesota except the west 10 feet thereof. 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 17-16 for a vacation of a portion of the east/west drainage and utility easement lying south of 2005 Grant Avenue.

**APPROVING SAND AND GRAVEL EXCAVATION PERMIT RENEWALS FOR 2018**

**MOTION:** Councilor Kolodge moved and Councilor Bjerkness seconded the motion to adopt **RESOLUTION NO. 17-87, A RESOLUTION APPROVING SAND AND GRAVEL EXCAVATION PERMIT RENEWALS FOR 2018.** The motion carried unanimously (7-0).

**WHEREAS,** The following sand and gravel mine operators have submitted requests for renewal of their Excavation and Operating Permits for the year 2018:

- Abramson Construction, Inc. / KGM (Permits #76-18, 95-2)
- Carlton County Highway Department (Permit #75-3)
- Ulland Brothers, Inc. (Permits #75-1, 75-5, and 79-7)
- Zack Sand and Gravel (Permit #08-01); and

**WHEREAS,** Said renewals were considered at the regular meeting of the Cloquet Planning Commission on October 24, 2017 and Cloquet City Council on November 7, 2017, at which time information was reviewed relative to said renewals, and questions were asked and answered by those gravel mine operator representatives in attendance; and

**WHEREAS,** No changes were proposed by any of the operators for their operations; and

**WHEREAS,** The Planning Commission recommended approval to the City Council of these sand and gravel excavation permits finding that renewal is in order for all operations listed above.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CLOQUET CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA,** That it approves the renewal of these four sand and gravel mining Excavation Permits, subject to the conditions established with the original permits

**APPROVING COOPERATIVE CONSTRUCTION AGREEMENT WITH MNDOT**

**MOTION:** Councilor Rock moved and Councilor Bailey seconded the motion to approve **RESOLUTION NO. 17-90, A RESOLUTION APPROVING COOPERATIVE CONSTRUCTION AGREEMENT NO. 1029428 WITH THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION REGARDING STATE PROJECT NO. 0905-54 ON TRUNK HIGHWAY 33.** The motion carried unanimously (7-0).

**WHEREAS,** the State plans to let a contract to construct State Project Number 0905-54 on Trunk Highway Number 33; and

**WHEREAS,** the West Frontage Road is under the jurisdiction of the City of Cloquet; and

**WHEREAS,** the Project will require the adjustment of the City's roadway; and

**WHEREAS,** the City has requested the State make such adjustment to the West Frontage Road as part of their Project in order to coordinate the improvement.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA,** that the City of Cloquet enter into MnDOT Agreement No. 1029428 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the Frontage Road construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 33 from Trunk Highway No. 35 and southbound Trunk Highway No. 33 Entrance Ramp to 500 feet north of the Frontage Road within the corporate City limits under State Project No. 0905-54 (T.H. 33=055) and No. 112-070-001.

**BE IT FURTHER RESOLVED** that the Mayor and City Administrator are authorized and directed to execute the Agreement and any amendments to the Agreement on behalf of the City.

**PUBLIC COMMENTS**

- Beth Sorenson addressed the Council thanking them for the opportunity to be Cloquet's new Library Director.

**COUNCIL COMMENTS, ANNOUNCEMENTS, AND UPDATES**

There were none.

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

---

Aaron Reeves, City Administrator



**ADMINISTRATIVE OFFICES**

1307 Cloquet Avenue • Cloquet, MN 55720  
Phone: 218-879-3347 • Fax: 218-879-6555  
email: admin@ci.cloquet.mn.us  
www.ci.cloquet.mn.us

**REQUEST FOR COUNCIL ACTION**

---

To: Mayor and City Council  
From: Nancy Klassen, Finance Director *NJK*  
Reviewed/Approved by: Aaron Reeves, City Administrator *AR*  
Date: November 16, 2017

---

**ITEM DESCRIPTION:** Payment of Bills

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**Proposed Action**

Staff recommends the Council move to adopt **RESOLUTION NO. 17-92, 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. 17-92**

**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	\$	75,241.51
202	Federal Loan Fund (EDA)		10,430.00
207	Community Development Operating		142.76
224	Public Facilities Planning		117,862.00
225	Permanent Improvement		438.50
226	Park Fund		12,627.09
228	Senior Center		807.84
235	Public Works Reserve		9,598.00
260	Landfill Host Fee		3,032.50
405	City Sales Tax Projects		3,908.46
600	Water - Lake Superior Waterline		161,731.62
601	Water - In Town System		24,494.58
602	Sewer Fund		1,014.81
614	CAT-7		59.78
701	Employee Severance Benefits		3,264.00
	TOTAL:	\$	<u>424,653.45</u>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET  
THIS 21ST DAY OF NOVEMBER, 2017.**

ATTEST:

\_\_\_\_\_  
Dave Hallback, Mayor

\_\_\_\_\_  
Aaron Reeves, City Administrator

DATE: 11/16/2017  
TIME: 13:11:15  
ID: AP442000.WOW

CITY OF CLOQUET  
VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
110950	AARDVARK SEPTIC PUMPING	4,705.00	565.00
111350	LEXISNEXIS RISK DATA MNGMT INC	500.00	50.00
112050	ADVANCED SERVICES INC	1,176.00	245.00
113425	ALLIED BUILDING PRODUCTS CORP	1,496.94	3,038.96
119700	ARROWHEAD CONCRETE WORKS, INC.	9,519.35	700.79
122000	A T & T MOBILITY	5,240.09	50.47
123050	B & B MARKET	323.40	288.00
125700	BEST OIL COMPANY	123,235.44	567.91
134800	CARLTON COUNTY TREASURER	567.63	108.94
135675	VORK ENTERPRISES INC	1,765.00	70.00
137310	CENTURY LINK	26,743.52	556.02
137340	CHAMBERLAIN OIL CO., INC.	5,386.09	31.90
139025	CINTAS	2,323.99	37.88
140200	CITY OF CLOQUET - PETTY CASH	1,651.59	453.58
141100	CLOQUET FORD-CHRYSLER CENTER	33,211.20	32.25
142800	CLOQUET SANITARY SERVICE	8,283.76	609.19
144600	COMMERCIAL ROOFING	0.00	117,862.00
145300	COMMUNITY PRINTING	10,772.05	170.50
145500	COMPENSATION CONSULTANTS, LTD	4,030.00	333.00
147050	CONSOLIDATED TELEPHONE COMPANY	3,180.47	609.97
150100	D A L C O	6,107.53	104.28
153800	DIGGERS HOTLINE, INC.	79.10	9.60
156400	CITY OF DULUTH COMFORTSYSTEMS	786.20	78.53
157300	DULUTH READY MIX INC	720.00	692.40
158975	TIMOTHY ERKKILA	14,698.00	10,430.00
159275	E P C ENGINEERING & TESTING	17,532.00	438.50
162640	ENVENTIS TELECOM INC	473.11	47.24
165375	FERGUSON WATERWORKS #2516	4,884.85	35.29
166750	FIRSTSOURCE SOLUTIONS	701.45	345.30
167875	FLAHERTY & HOOD, P.A.	23,781.26	795.60
169650	FORUM COMMUNICATIONS COMPANY	2,330.15	127.60
171525	G&K SERVICES	3,646.75	462.55
179340	HAGENS GLASS & PAINT	17,537.63	177.34
179725	HALVERSON, DEAN	0.00	65.00
179955	HANCOCK CONCRETE PRODUCTS LLC	0.00	6,209.64
180425	HARRIS COMPUTER SYSTEMS	17,331.85	775.00
186175	IMAGE TREND, INC	400.00	800.00
191950	JIM PERRAULT CONSTRUCTION	0.00	209.25
192225	JOBHQ	2,476.76	824.16
194725	KTM BLACKTOP & EXCAVATING SPEC	0.00	1,516.93
195045	KEEPRS, INC.	7,756.23	491.49
197800	L & M SUPPLY CO	18,449.79	1,778.37
202100	LAWSON PRODUCTS INC	4,347.10	407.87
210450	MEDIACOM LLC.	2,515.30	12.54

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CITY OF CLOQUET  
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
211400	MENARDS	4,597.71	225.63
217550	MN AMBULANCE ASSOCIATION	0.00	1,943.00
223300	MN POWER	5,256.42	107.88
227100	MORTON SALT	3,110.12	4,041.46
227525	MOTOROLA	0.00	9,598.00
229500	NAPA AUTO PARTS	6,283.09	235.21
233850	NORTH STATES CRANE & HOIST	0.00	450.00
234100	NORTHEAST SERVICE COOPERATIVE	604,064.00	49,748.50
236275	NORTHLAND VEBA TRUST	56,593.00	4,248.00
238455	NUVANTAGE EMPLOYEE RESOURCE	675.00	225.00
240725	O'REILLY AUTO ENTERPRISES LLC	1,997.83	15.99
247250	POWERPLAN	8,446.32	337.47
248600	PROGRESSIVE CONSULTING	5,959.30	9,170.17
250300	QUEEN OF PEACE SCHOOL	0.00	46.00
251600	RAMSLAND & VIGEN, INC.	0.00	800.00
256100	CITY OF ROCHESTER	1,941.18	1,941.18
257925	ROYAL TIRE INC	7,435.66	320.50
260300	CITY OF SCANLON	8,443.13	1,416.17
261800	SEH	427,590.82	3,908.46
263950	SINNOTT BLACKTOP LLC	715.00	27,000.00
268800	STOCK TIRE COMPANY	9,911.69	50.00
270200	SUPERIOR COMPUTER PRODUCTS INC	125,162.69	6,820.25
271325	NANCY GETCHELL	5,839.09	461.30
275450	TOLLERUD HEATING INC.	9,721.13	63.12
276000	TOSHIBA FINANCIAL SERVICES	11,159.10	181.50
277550	TURFWERKS	672.86	692.46
278600	TWIN PORT MAILING	41,815.73	3,440.24
281250	UNITED RENTALS	1,425.00	3,287.23
281500	UNITED TRUCK BODY CO INC	1,281.82	566.37
284300	VALLEY SAND & GRAVEL, INC.	0.00	1,700.00
284500	VAN BERGEN & MARKSON INC	0.00	30,780.17
284875	VERIZON WIRELESS	9,985.17	243.94
285500	VIKING INDUSTRIAL NORTH	1,618.51	498.05
288150	WASTE MANAGEMENT NORTHERN MN	363.28	73.44
288180	WATER CONSERVATION SERVICE INC	0.00	744.55
289015	WELLS FARGO CREDIT CARD	77,973.86	2,269.11
291350	JOHN & JULIE HAVERKAMP	1,504.71	13.72
292400	XEROX CORPORATION	4,762.29	355.88
R0001133	KWIK TRIP INC	623.01	17.10
R0001277	BURNS MCDONNELL	26,677.50	3,032.50
R0001339	CAMPION BARROW & ASSOCIATES	830.00	415.00
R0001546	DONALD SALVERDA & ASSOCATES	0.00	196.40
R0001547	LEVY TREE CARE	0.00	400.00
R0001548	MINIT MART 557	0.00	48.00



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CITY OF CLOQUET  
VENDOR SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
R0001549	CRAIG SWENSON	0.00	62.05
TOTAL ALL VENDORS:			325,406.84
<b>Less:</b>			
Health/Dental/VEBA			(50,790.95)
Library			(63.78)
Cloquet Area Fire District			<u>(7,428.02)</u>
Total Bills Approved			267,124.09
<b>Plus:</b>			
Credit card/bill pay f			2,103.36
State Building Surchar			617.90
MN Sales Tax			1,797.67
MN Power auto pay			152,249.32
MN Energy auto pay			<u>761.11</u>
<b>Total Bills</b>			<u><u>424,653.45</u></u>

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
00			
171525	G&K SERVICES	3,646.75	58.45
234100	NORTHEAST SERVICE COOPERATIVE	604,064.00	46,484.50
236275	NORTHLAND VEBA TRUST	56,593.00	4,248.00
			50,790.95
32	LICENSES & PERMITS		
191950	JIM PERRAULT CONSTRUCTION		209.25
	LICENSES & PERMITS		209.25
41	GENERAL GOVERNMENT		
134800	CARLTON COUNTY TREASURER	567.63	58.72
140200	CITY OF CLOQUET - PETTY CASH	1,651.59	309.02
142800	CLOQUET SANITARY SERVICE	8,283.76	73.90
145300	COMMUNITY PRINTING	10,772.05	5.54
145500	COMPENSATION CONSULTANTS, LTD	4,030.00	333.00
147050	CONSOLIDATED TELEPHONE COMPANY	3,180.47	304.99
150100	D A L C O	6,107.53	52.14
167875	FLAHERTY & HOOD, P.A.	23,781.26	109.35
169650	FORUM COMMUNICATIONS COMPANY	2,330.15	71.50
171525	G&K SERVICES	3,646.75	97.57
179340	HAGENS GLASS & PAINT	17,537.63	89.59
197800	L & M SUPPLY CO	18,449.79	35.72
256100	CITY OF ROCHESTER	1,941.18	1,941.18
270200	SUPERIOR COMPUTER PRODUCTS INC	125,162.69	4,896.50
276000	TOSHIBA FINANCIAL SERVICES	11,159.10	122.94
278600	TWIN PORT MAILING	41,815.73	217.42
284875	VERIZON WIRELESS	9,985.17	243.94
292400	XEROX CORPORATION	4,762.29	133.47
R0001546	DONALD SALVERDA & ASSOCATES		196.40
	GENERAL GOVERNMENT		9,292.89
42	PUBLIC SAFETY		
111350	LEXISNEXIS RISK DATA MNGMT INC	500.00	50.00
135675	VORK ENTERPRISES INC	1,765.00	70.00
140200	CITY OF CLOQUET - PETTY CASH	1,651.59	75.25

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
42	PUBLIC SAFETY		
141100	CLOQUET FORD-CHRYSLER CENTER	33,211.20	32.25
142800	CLOQUET SANITARY SERVICE	8,283.76	45.00
145300	COMMUNITY PRINTING	10,772.05	62.00
150100	D A L C O	6,107.53	52.14
166750	FIRSTSOURCE SOLUTIONS	701.45	50.00
167875	FLAHERTY & HOOD, P.A.	23,781.26	541.25
171525	G&K SERVICES	3,646.75	118.70
195045	KEEPRS, INC.	7,756.23	491.49
197800	L & M SUPPLY CO	18,449.79	491.05
250300	QUEEN OF PEACE SCHOOL		46.00
270200	SUPERIOR COMPUTER PRODUCTS INC	125,162.69	1,343.75
271325	NANCY GETCHELL	5,839.09	461.30
276000	TOSHIBA FINANCIAL SERVICES	11,159.10	17.58
278600	TWIN PORT MAILING	41,815.73	62.12
R0001133	KWIK TRIP INC	623.01	17.10
R0001339	CAMPION BARROW & ASSOCIATES	830.00	415.00
R0001548	MINIT MART 557		48.00
	PUBLIC SAFETY		4,489.98
43	PUBLIC WORKS		
119700	ARROWHEAD CONCRETE WORKS, INC.	9,519.35	700.79
122000	A T & T MOBILITY	5,240.09	50.47
137340	CHAMBERLAIN OIL CO., INC.	5,386.09	31.90
142800	CLOQUET SANITARY SERVICE	8,283.76	67.20
145300	COMMUNITY PRINTING	10,772.05	2.21
147050	CONSOLIDATED TELEPHONE COMPANY	3,180.47	43.57
166750	FIRSTSOURCE SOLUTIONS	701.45	96.70
171525	G&K SERVICES	3,646.75	28.38
179725	HALVERSON, DEAN		46.34
179955	HANCOCK CONCRETE PRODUCTS LLC		6,209.64
180425	HARRIS COMPUTER SYSTEMS	17,331.85	580.00
192225	JOBHQ	2,476.76	692.76
194725	KTM BLACKTOP & EXCAVATING SPEC		1,516.93
197800	L & M SUPPLY CO	18,449.79	624.92
202100	LAWSON PRODUCTS INC	4,347.10	203.94
211400	MENARDS	4,597.71	17.49
227100	MORTON SALT	3,110.12	4,041.46
229500	NAPA AUTO PARTS	6,283.09	142.44
247250	POWERPLAN	8,446.32	337.47
257925	ROYAL TIRE INC	7,435.66	320.50
263950	SINNOTT BLACKTOP LLC	715.00	27,000.00

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
43	PUBLIC WORKS		
268800	STOCK TIRE COMPANY	9,911.69	50.00
270200	SUPERIOR COMPUTER PRODUCTS INC	125,162.69	580.00
278600	TWIN PORT MAILING	41,815.73	62.12
284300	VALLEY SAND & GRAVEL, INC.		1,700.00
291350	JOHN & JULIE HAVERKAMP	1,504.71	13.72
292400	XEROX CORPORATION	4,762.29	59.31
	PUBLIC WORKS		45,220.26
FEDERAL CDBG LOAN (EDA)			
46	COMMUNITY DEVELOPMENT		
158975	TIMOTHY ERKKILA	14,698.00	10,430.00
	COMMUNITY DEVELOPMENT		10,430.00
COMMUNITY DEV OPERATING (CITY)			
46	COMMUNITY DEVELOPMENT		
140200	CITY OF CLOQUET - PETTY CASH	1,651.59	5.31
145300	COMMUNITY PRINTING	10,772.05	1.11
147050	CONSOLIDATED TELEPHONE COMPANY	3,180.47	43.57
278600	TWIN PORT MAILING	41,815.73	31.06
292400	XEROX CORPORATION	4,762.29	44.49
	COMMUNITY DEVELOPMENT		125.54
LIBRARY FUND			
45	CULTURE AND RECREATION		
169650	FORUM COMMUNICATIONS COMPANY	2,330.15	56.10
171525	G&K SERVICES	3,646.75	7.68
	CULTURE AND RECREATION		63.78
PUBLIC FACILITIES PLANNING			
81	SPECIAL PROJECTS		
144600	COMMERCIAL ROOFING		117,862.00
	SPECIAL PROJECTS		117,862.00

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CITY OF CLOQUET  
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
PERMANENT IMPROVEMENT			
56	CONSTRUCTION & MAINTENANCE		
159275	E P C ENGINEERING & TESTING	17,532.00	438.50
	CONSTRUCTION & MAINTENANCE		438.50
PARK FUND			
45	CULTURE AND RECREATION		
110950	AARDVARK SEPTIC PUMPING	4,705.00	565.00
112050	ADVANCED SERVICES INC	1,176.00	245.00
113425	ALLIED BUILDING PRODUCTS CORP	1,496.94	3,038.96
123050	B & B MARKET	323.40	288.00
125700	BEST OIL COMPANY	123,235.44	567.91
140200	CITY OF CLOQUET - PETTY CASH	1,651.59	50.00
142800	CLOQUET SANITARY SERVICE	8,283.76	335.99
166750	FIRSTSOURCE SOLUTIONS	701.45	96.70
179340	HAGENS GLASS & PAINT	17,537.63	87.75
192225	JOBSHQ	2,476.76	131.40
197800	L & M SUPPLY CO	18,449.79	319.75
211400	MENARDS	4,597.71	22.49
240725	O'REILLY AUTO ENTERPRISES LLC	1,997.83	15.99
277550	TURFWERKS	672.86	692.46
281500	UNITED TRUCK BODY CO INC	1,281.82	566.37
R0001547	LEVY TREE CARE		400.00
	CULTURE AND RECREATION		7,423.77
SENIOR CENTER FUND			
45	CULTURE AND RECREATION		
171525	G&K SERVICES	3,646.75	30.95
197800	L & M SUPPLY CO	18,449.79	2.99
275450	TOLLERUD HEATING INC.	9,721.13	63.12
	CULTURE AND RECREATION		97.06
PUBLIC WORKS RESERVE			
42	PUBLIC SAFETY		
227525	MOTOROLA		9,598.00
	PUBLIC SAFETY		9,598.00

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
LANDFILL HOST FEE			
43	PUBLIC WORKS		
R0001277	BURNS MCDONNELL	26,677.50	3,032.50
	PUBLIC WORKS		3,032.50
CITY SALES TAX CAPITAL			
81	SPECIAL PROJECTS		
261800	SEH	427,590.82	3,908.46
	SPECIAL PROJECTS		3,908.46
WATER - LAKE SUPERIOR WATERLIN			
50	STATION 1		
137310	CENTURY LINK	26,743.52	71.82
233850	NORTH STATES CRANE & HOIST		300.00
	STATION 1		371.82
51	STATION 2		
137310	CENTURY LINK	26,743.52	164.20
139025	CINTAS	2,323.99	37.88
197800	L & M SUPPLY CO	18,449.79	15.96
284500	VAN BERGEN & MARKSON INC		30,780.17
288150	WASTE MANAGEMENT NORTHERN MN	363.28	73.44
	STATION 2		31,071.65
52	LAKE SUPERIOR WATERLINE		
140200	CITY OF CLOQUET - PETTY CASH	1,651.59	14.00
153800	DIGGERS HOTLINE, INC.	79.10	9.60
157300	DULUTH READY MIX INC	720.00	692.40
211400	MENARDS	4,597.71	185.65
281250	UNITED RENTALS	1,425.00	3,287.23
288180	WATER CONSERVATION SERVICE INC		744.55
	LAKE SUPERIOR WATERLINE		4,933.43

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
WATER - LAKE SUPERIOR WATERLIN			
57	ADMINISTRATION		
156400	CITY OF DULUTH COMFORTSYSTEMS	786.20	78.53
	ADMINISTRATION		78.53
WATER - IN TOWN SYSTEM			
00			
R0001549	CRAIG SWENSON		62.05
			62.05
49	CLOQUET		
166750	FIRSTSOURCE SOLUTIONS	701.45	50.95
171525	G&K SERVICES	3,646.75	17.03
179725	HALVERSON, DEAN		18.66
197800	L & M SUPPLY CO	18,449.79	146.08
202100	LAWSON PRODUCTS INC	4,347.10	122.36
223300	MN POWER	5,256.42	107.88
229500	NAPA AUTO PARTS	6,283.09	10.78
233850	NORTH STATES CRANE & HOIST		150.00
285500	VIKING INDUSTRIAL NORTH	1,618.51	498.05
	CLOQUET		1,121.79
54	BILLING & COLLECTION		
145300	COMMUNITY PRINTING	10,772.05	2.21
180425	HARRIS COMPUTER SYSTEMS	17,331.85	195.00
276000	TOSHIBA FINANCIAL SERVICES	11,159.10	40.98
278600	TWIN PORT MAILING	41,815.73	2,943.32
	BILLING & COLLECTION		3,181.51
57	ADMINISTRATION & GENERAL		
134800	CARLTON COUNTY TREASURER	567.63	50.22
142800	CLOQUET SANITARY SERVICE	8,283.76	22.40
145300	COMMUNITY PRINTING	10,772.05	2.21
147050	CONSOLIDATED TELEPHONE COMPANY	3,180.47	130.71

DATE: 11/16/2017  
TIME: 13:15:13  
ID: AP443000.WOW

CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
WATER - IN TOWN SYSTEM			
57	ADMINISTRATION & GENERAL		
248600	PROGRESSIVE CONSULTING	5,959.30	9,170.17
251600	RAMSLAND & VIGEN, INC.		800.00
278600	TWIN PORT MAILING	41,815.73	62.12
292400	XEROX CORPORATION	4,762.29	59.31
	ADMINISTRATION & GENERAL		10,297.14
ENTERPRISE FUND - SEWER			
55	SANITARY SEWER		
165375	FERGUSON WATERWORKS #2516	4,884.85	35.29
166750	FIRSTSOURCE SOLUTIONS	701.45	50.95
171525	G&K SERVICES	3,646.75	11.34
197800	L & M SUPPLY CO	18,449.79	141.90
202100	LAWSON PRODUCTS INC	4,347.10	81.57
	SANITARY SEWER		321.05
57	ADMINISTRATION & GENERAL		
142800	CLOQUET SANITARY SERVICE	8,283.76	22.40
145300	COMMUNITY PRINTING	10,772.05	2.22
147050	CONSOLIDATED TELEPHONE COMPANY	3,180.47	87.13
278600	TWIN PORT MAILING	41,815.73	62.08
292400	XEROX CORPORATION	4,762.29	59.30
	ADMINISTRATION & GENERAL		233.13
CABLE TELEVISION			
45	CULTURE AND RECREATION		
162640	ENVENTIS TELECOM INC	473.11	47.24
210450	MEDIACOM LLC.	2,515.30	12.54
	CULTURE AND RECREATION		59.78
EMPLOYEE SEVERANCE			
45	EMPLOYEE VACATION & SICK		
234100	NORTHEAST SERVICE COOPERATIVE	604,064.00	3,264.00
	EMPLOYEE VACATION & SICK		3,264.00



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CITY OF CLOQUET  
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PAGE: 8

INVOICES DUE ON/BEFORE 11/21/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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CLOQUET AREA FIRE DISTRICT			
42	PUBLIC SAFETY		
137310	CENTURY LINK	26,743.52	320.00
142800	CLOQUET SANITARY SERVICE	8,283.76	42.30
145300	COMMUNITY PRINTING	10,772.05	93.00
167875	FLAHERTY & HOOD, P.A.	23,781.26	145.00
171525	G&K SERVICES	3,646.75	92.45
186175	IMAGE TREND, INC	400.00	800.00
217550	MN AMBULANCE ASSOCIATION		1,943.00
229500	NAPA AUTO PARTS	6,283.09	81.99
238455	NUVANTAGE EMPLOYEE RESOURCE	675.00	225.00
260300	CITY OF SCANLON	8,443.13	1,416.17
289015	WELLS FARGO CREDIT CARD	77,973.86	2,269.11
	PUBLIC SAFETY		7,428.02
	TOTAL ALL DEPARTMENTS		325,406.84




## ADMINISTRATIVE OFFICES

1307 Cloquet Avenue • Cloquet, MN 55720  
Phone: 218-879-3347 • Fax: 218-879-6555  
email: admin@ci.cloquet.mn.us  
www.ci.cloquet.mn.us

### REQUEST FOR COUNCIL ACTION

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To: Mayor and City Council  
From: Aaron Reeves, City Administrator   
Date: November 17, 2017

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**ITEM DESCRIPTION:** Engineering Tech II Appointment

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#### **Requested Action**

Staff recommends the City Council move to appoint Joseph Hafner to the position of Engineering Tech II effective December 4, 2017.

#### **Background/Overview**

This opening was created due to the pending retirement of Barb Wyman at the end of December. This position assists with the planning, design, construction, operation and maintenance of various street and utility improvement projects.

Over the past six weeks, the City completed all its due diligence and posted the position vacancy with a number of local, regional, and statewide organizations. The City received several applications and conducted interviews with 2 candidates.

Through the interview process, the City identified Joseph Hafner as its top candidate who has accepted the City's preliminary offer of employment subject to City Council approval. Mr. Hafner has recently moved to the area from Colorado, where he was Senior Engineering Technician for the City of Longmont. The interview panel unanimously agreed to recommend Mr. Hafner for the position.

Should the City Council support this appointment, Mr. Hafner is expected to start his duties on December 4, 2017.

#### **Policy Objectives**

The City Council is the hiring authority of 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**

The position was included and fully funded in the adopted 2017 budget.

#### **Advisory Committee/Commission Action**

An interview panel has recommended Mr. Hafner for the position.

#### **Supporting Documentation Attached**

- None



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**REQUEST FOR COUNCIL ACTION**

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To: Mayor and City Council  
From: Aaron Reeves, City Administrator *AK*  
Date: November 21, 2017

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**ITEM DESCRIPTION:** Northeastern Saloon & Grille Optional Liquor 2 A.M. License Renewal

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**Proposed Action**

Staff recommends that the City Council move to approve the renewal of the Optional 2 A.M. Liquor License for the Northeastern Saloon & Grille, 115 St. Louis Avenue.

**Background/Overview**

The City currently has four establishments licensed under the Optional 2 A.M. Liquor License. The license is issued by the State, but must first be approved by the City. The Northeastern Saloon & Grille has held an Optional 2 A.M. license since the State granted this authority several years ago.

There have been no public safety issues at the Northeastern Saloon & Grille associated with the 2 A.M. license that staff is aware.

**Policy Objectives**

M.S. 340A.504, Subd. 7 allows for the sale of intoxicating liquor between the hours of 1:00 a.m. and 2:00 a.m. Section 6.2.10, Subd. 4 of Municipal Code also addresses the sale between these hours.

**Financial/Budget/Grant Considerations**

Currently, the City charges no local fees for this license. The fee is based strictly upon the statutory obligations.

**Advisory Committee/Commission Action**

None.

**Supporting Documentation Attached**

- Optional 2 A.M. Application



Renewal Application for Optional Liquor 2AM License

License Type: 2AM-100K

Expires On: December 5, 2017

ID Number: 13163

DBA

Northeastern Saloon & Grille Inc.  
Northeastern Saloon & Grille  
115 St. Louis Ave  
Cloquet MN 55720

Business Phone: 2188799968

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to: AGED, 445 Minnesota St., Suite 222, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes  No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_

(I certify that the city or county of Cloquet approves the sale of alcoholic beverages until 2AM)

Licensee Signature [Signature] Date 16 NOVEMBER 2017  
(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): 4936609

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division (AGED)  
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133  
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
dps.mn.gov



## ADMINISTRATIVE OFFICES

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[www.ci.cloquet.mn.us](http://www.ci.cloquet.mn.us)

## REQUEST FOR COUNCIL ACTION

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To: Mayor and City Council  
From: Nancy Klassen, Finance Director  
Reviewed by: Aaron Reeves, City Administrator  
Date: November 16, 2017

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**ITEM DESCRIPTION:** Certification of Utility Bills and Miscellaneous Bills

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### **Proposed Action**

Staff recommends the City Council move to adopt **RESOLUTION NO. 17-93, ADOPTING AND CONFIRMING SPECIAL ASSESSMENTS FOR DELINQUENT UTILITIES AND MISCELLANEOUS BILLS.**

### **Background/Overview**

Minnesota Statute section 444.075, subd. 3 (e) allows municipal water utilities to certify unpaid water, sewer, storm water and other property charges to the county auditor for collection with property taxes. The certification can be done once a year or more often. The City is certifying semi-annually in 2017.

### **Policy Objectives**

The use of this statutory collection method allows the City to enhance revenue collection. The ability to capture these monies has a direct correlation to the City's operating budget.

### **Financial/Budget/Grant Considerations**

Collection of delinquent utility bills and miscellaneous property charges through the 2018 property tax statements. See attached listing for amount certified.

### **Advisory Committee/Commission Action**

Not applicable.

### **Supporting Documentation Attached**

- Resolution 17-93.
- Listing of delinquent bills to be certified to Carlton County.

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

**RESOLUTION NO. 17-93**

**RESOLUTION ADOPTING AND CONFIRMING SPECIAL ASSESSMENTS  
FOR DELINQUENT UTILITIES**

**WHEREAS,** The amount to be specially assessed for delinquent utilities has been calculated in accordance with the provisions of City ordinances and Minnesota Statutes; and

**WHEREAS,** Notices have been duly mailed as required by law; and

**WHEREAS,** Said proposed assessments have at all times since their filing been open for public inspections, and an opportunity has been given to all interested parties to present objections, if any, to the proposed assessments; and

**WHEREAS,** There were no oral or written objections received.

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

1. The amounts so calculated and set forth in said notices are hereby levied against the respective parcels of land described therein; and
2. The proposed assessments are hereby adopted and confirmed as special assessments for each of said parcels of land and the assessments shall be a lien concurrent with general taxes upon said parcel.

**BE IT FURTHER RESOLVED,** That the City Administrator be authorized and directed to transmit to the County Auditor a certified duplicate of the assessment roll to be extended upon the property tax lists of the County and the County Auditor shall collect said special assessments with taxes levied in 2017, payable in 2018.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET  
THIS 21ST DAY OF NOVEMBER, 2017.**

\_\_\_\_\_  
Dave Hallback, Mayor

ATTEST:

\_\_\_\_\_  
Aaron Reeves, City Administrator

STATE OF MINNESOTA )  
COUNTY OF CARLTON )  
CITY OF CLOQUET )

I, Aaron Reeves, City Administrator of the City of Cloquet, Minnesota, pursuant to Chapter 364 of the Laws of Minnesota for 1909, and Amendments thereto, and pursuant to resolution of the City Council of the City of Cloquet, passed November 21, 2017,

HEREBY CERTIFY, That there is remaining in my office unpaid and for collection the following Utility & Misc. Bills for the 2018 Real Estate Tax payments, against the following lots and tracts of land in the following amounts to-wit:

<u>Parcel ID</u>	<u>Property Address</u>	<u>Invoice/Account Number</u>	<u>Bill Amount</u>	<u>Collection Fee</u>	<u>Total Certified</u>
06-205-0280	326 19th Street	11419	\$ 75.00	\$ 25.00	\$ 100.00
06-045-2540	315 Ave B	11386	500.00	25.00	525.00
06-015-0480	745 Larch Street	0114013400-11	38.55	25.00	63.55
06-275-0120	25 8th Street	0121009800-13	18.30	25.00	43.30
06-300-1180	521 Carlton Ave W	0113005800-04	11.55	25.00	36.55
06-035-0480	843 Spruce Street	0113015800-05	51.84	25.00	76.84
06-753-0060	1513 Trail Drive	0116004628-04	7.55	25.00	32.55
06-110-3020	201 18th Street	0118015200-06	38.55	25.00	63.55
06-040-0660	1312 Carlton Ave	0122019700-09	52.05	25.00	77.05
06-260-0240	423 9th Street	0124000500-04	77.70	25.00	102.70
06-611-0020	1412 16th Street	0115024350-01	132.60	25.00	157.60
06-020-0160	1414 Doddridge Ave	0116010500-03	47.87	25.00	72.87
06-070-0140	1606 Carlton Ave	0119011800-06	18.30	25.00	43.30
06-345-0200	340 10th Street	0122014800-00	66.55	25.00	91.55
06-120-0380	219 St Louis Ave	0112007180-03	260.39	25.00	285.39
06-045-2680	324 Ave A	0112007450-01	337.83	25.00	362.83
06-045-2540	315 Ave B	0112007800-09	350.16	25.00	375.16
06-045-4420	309 Ave D	0112012400-18	168.64	25.00	193.64
06-100-0060	833 Spring Lake Road	0115016900-01	186.21	25.00	211.21
06-110-0580	21 16th Street	0118007400-00	348.71	25.00	373.71
06-110-0580	21 16th Street	0118007550-00	58.95	25.00	83.95
06-110-1720	103 17th Street (Downstairs)	0118011500-19	280.10	25.00	305.10
06-110-1720	103 17th Street (Upstairs)	0118011550-00	324.68	25.00	349.68
06-290-2020	1111 Ave F (Downstairs)	0120008600-20	407.71	25.00	432.71
06-290-2440	1115 Carlton Ave	0120016000-03	273.69	25.00	298.69
06-045-1560	19 5th Street	0121012100-15	165.20	25.00	190.20

06-145-0060	802 Carlton Ave	0124017700-02	961.34	25.00	986.34
06-045-3620	207 Ave C	0126002500-01	838.46	25.00	863.46
06-185-0080	1515 Cloquet Ave	0126006035-00	127.30	25.00	152.30
06-060-0240	County Self Storage	0160004900-00	68.56	25.00	93.56
06-510-7812	Glacier Paving's Gravel Pit	0160006400-00	253.56	25.00	278.56
06-510-7790	Nels Nelson - Moorehead Rd Pit	0160102900-00	759.41	25.00	784.41
06-510-7782	1190 LAWRENCE RD W	0260012500-01	113.76	25.00	138.76
06-510-0295	380 FREEMAN RD	0260103900-00	103.14	25.00	128.14
06-510-2700	1151 NORTH RD	0260012000-00	100.80	25.00	125.80
06-510-4622	116 UNIVERSITY RD	0260012100-00	100.80	25.00	125.80
06-710-0202	1295 LAWRENCE RD	0260016600-01	100.80	25.00	125.80
06-510-3290	133 RESERVATION RD	0260021200-00	100.80	25.00	125.80
06-735-0280	1401 W TAYLOR AVE	0260028900-02	100.80	25.00	125.80
06-510-8400	1417 LAWRENCE RD	0260032300-00	100.80	25.00	125.80
06-750-0040	1466 CARL ST	0260035500-01	100.80	25.00	125.80
06-510-3070	1529 LOCKLING RD	0260039200-01	100.80	25.00	125.80
06-725-0420	1763 MAPLE HILL DR	0260048500-01	100.80	25.00	125.80
06-510-1980	294 HIGHWAY 33 N	0260065100-01	100.80	25.00	125.80
06-510-4543	1693 BIG LAKE RD	0260098900-00	100.80	25.00	125.80
06-510-0015	385 CROSBY RD	0260102600-01	100.80	25.00	125.80
06-700-0540	1405 SAHLMAN AVE W	0260029700-02	99.10	25.00	124.10
06-510-2375	236 ENGLISH RD	0260103800-01	98.76	25.00	123.76
06-570-0460	1395 ROLAND RD	0260028500-01	93.60	25.00	118.60
06-510-0077	380 W ST LOUIS RIVER RD	0260072300-00	65.82	25.00	90.82
06-590-0200	1420 JOHN ROAD	0260032800-00	63.96	25.00	88.96
06-510-0182	316 LAINE RD	0260066700-00	63.84	25.00	88.84
06-510-4260	25 SWANSON RD	0260059200-00	62.89	25.00	87.89
06-510-2390	238 ENGLISH RD	0260001500-00	60.00	25.00	85.00
06-510-1970	280 HIGHWAY 33 N	0260005300-00	60.00	25.00	85.00
06-510-3920	1 CONNOR RD	0260010300-01	60.00	25.00	85.00
06-510-4025	11 BREVATOR RD	0260010900-00	60.00	25.00	85.00
06-510-3960	11 WUOLLET RD	0260011100-00	60.00	25.00	85.00
06-510-3340	111 RESERVATION RD	0260011500-00	60.00	25.00	85.00
06-710-0380	1191 W LAWRENCE RD	0260012700-00	60.00	25.00	85.00



06-510-3261	122 BREVATOR RD	0260014500-00	60.00	25.00	85.00
06-510-3105	122 RESERVATION RD	0260014600-00	60.00	25.00	85.00
06-710-0960	1297 ROBERT ST	0260017000-01	60.00	25.00	85.00
06-510-7940	1356 LAWRENCE RD	0260021700-00	60.00	25.00	85.00
06-570-0400	1360 ROLAND RD	0260022100-02	60.00	25.00	85.00
06-570-0360	1364 ROLAND RD	0260023000-00	60.00	25.00	85.00
06-560-0320	1367 LAWRENCE RD	0260023300-01	60.00	25.00	85.00
06-570-0320	1368 ROLAND RD	0260023600-01	60.00	25.00	85.00
06-679-0060	1372 LAWRENCE ROAD	0260024500-00	60.00	25.00	85.00
06-560-0200	1381 LAWRENCE RD	0260026100-00	60.00	25.00	85.00
06-570-0160	1384 ROLAND RD	0260026700-00	60.00	25.00	85.00
06-580-0080	1386 DAVID RD	0260027000-00	60.00	25.00	85.00
06-570-0060	1392 ROLAND RD	0260028100-01	60.00	25.00	85.00
06-735-0040	1402 W TAYLOR AVE	0260029000-01	60.00	25.00	85.00
06-510-8390	1423 LAWRENCE RD	0260033700-01	60.00	25.00	85.00
06-520-8437	1426 LAWRENCE RD	0260033900-00	60.00	25.00	85.00
06-678-0140	1437 BLUE SPRUCE LN	0260034200-00	60.00	25.00	85.00
06-750-0020	1462 CARL ST	0260035200-02	60.00	25.00	85.00
06-510-7771	1464 ANN ST	0260035400-00	60.00	25.00	85.00
06-750-0120	1469 CARL ST	0260035900-01	60.00	25.00	85.00
06-510-6375	1471 SPRING LAKE RD	0260036100-00	60.00	25.00	85.00
06-510-7813	1474 ALJO RD	0260036400-00	60.00	25.00	85.00
06-510-8095	1515 MOORHEAD RD	0260038200-00	60.00	25.00	85.00
06-586-0020	1522 SPRING LAKE RD	0260039000-00	60.00	25.00	85.00
06-510-5140	1523 AIRPORT RD	0260039100-01	60.00	25.00	85.00
06-675-0180	1556 WHITE PINE TRL	0260041300-00	60.00	25.00	85.00
06-510-7654	1575 BRUMMER DR	0260042400-00	60.00	25.00	85.00
06-510-7649	1579 BRUMMER DR	0260042700-00	60.00	25.00	85.00
06-510-4070	1721 BIG LAKE RD	0260046800-00	60.00	25.00	85.00
06-510-4211	1755 BIG LAKE RD	0260047500-00	60.00	25.00	85.00
06-510-4270	1768 BIG LAKE RD	0260048700-00	60.00	25.00	85.00
06-510-4219	1769 BIG LAKE RD	0260048800-01	60.00	25.00	85.00
06-510-4215	1775 BIG LAKE RD	0260049300-00	60.00	25.00	85.00
06-510-4305	1796 BIG LAKE RD	0260049900-00	60.00	25.00	85.00

06-510-2975	180 RESERVATION RD	0260050000-02	60.00	25.00	85.00
06-510-3790	1817 BIG LAKE RD	0260050700-00	60.00	25.00	85.00
06-510-3570	1818 JARVI RD	0260050800-00	60.00	25.00	85.00
06-510-3880	1877 BIG LAKE RD	0260051800-00	60.00	25.00	85.00
06-510-4020	21 BREVATOR RD	0260053900-00	60.00	25.00	85.00
06-510-4880	22 RESERVATION RD	0260054600-00	60.00	25.00	85.00
06-510-8270	2312 14TH ST	0260055700-00	60.00	25.00	85.00
06-510-2405	232 ENGLISH RD	0260055900-00	60.00	25.00	85.00
06-510-2380	234 ENGLISH RD	0260056600-00	60.00	25.00	85.00
06-510-2742	244 LAINE RD	0260058500-00	60.00	25.00	85.00
06-725-0180	2516 OTTER CREEK DR	0260060300-01	60.00	25.00	85.00
06-743-0640	2581 14TH ST	0260062300-00	60.00	25.00	85.00
06-510-2095	261 HIGHWAY 33 N	0260062800-00	60.00	25.00	85.00
06-510-1730	263 FREEMAN RD	0260062900-00	60.00	25.00	85.00
06-510-1370	275 JACKPINE DRIVE	0260064100-00	60.00	25.00	85.00
06-510-1990	292 HIGHWAY 33 N	0260065000-00	60.00	25.00	85.00
06-510-0473	306 N HIGHWAY 33	0260066200-00	60.00	25.00	85.00
06-510-0662	311 FREEMAN RD	0260066500-03	60.00	25.00	85.00
06-510-0494	325 PREVOST ROAD	0260067500-00	60.00	25.00	85.00
06-510-0630	327 FREEMAN RD	0260067600-00	60.00	25.00	85.00
06-510-0540	353 FREEMAN RD	0260069700-00	60.00	25.00	85.00
06-510-0300	354 FREEMAN RD	0260069800-00	60.00	25.00	85.00
06-510-0304	360 FREEMAN RD	0260070400-00	60.00	25.00	85.00
06-510-0090	370 PREVOST RD	0260070900-01	60.00	25.00	85.00
06-510-0060	370 ST LOUIS RIVER RD W	0260071000-01	60.00	25.00	85.00
06-510-0050	373 CROSBY RD	0260071200-01	60.00	25.00	85.00
06-510-0296	374 FREEMAN RD	0260071300-00	60.00	25.00	85.00
06-510-0503	395 FREEMAN RD	0260072900-02	60.00	25.00	85.00
06-510-0205	395 HIGHWAY 33 N	0260073000-00	60.00	25.00	85.00
06-510-4480	47 RESERVATION RD	0260073700-00	60.00	25.00	85.00
06-510-0524	633 KALLSTROM RD	0260075300-00	60.00	25.00	85.00
06-510-6095	724 HANTZ RD	0260076600-01	60.00	25.00	85.00
06-510-4760	959 TRETTEL LN	0260077800-00	60.00	25.00	85.00
06-510-4980	960 TRETTEL LN	0260077900-00	60.00	25.00	85.00

06-510-5060	983 PINWOOD DR	0260078900-00	60.00	25.00	85.00
06-510-4960	996 TRETTEL LN	0260079400-00	60.00	25.00	85.00
06-510-5095	999 PINWOOD DR	0260079500-00	60.00	25.00	85.00
06-510-1750	06-510-1750	0260080100-00	60.00	25.00	85.00
06-510-3953	1855 CONNORS RD	0260098600-00	60.00	25.00	85.00
06-725-0080	1571 BRUMMER DR	0260101700-00	60.00	25.00	85.00
06-510-2660	243 LAINE RD	0260101800-00	60.00	25.00	85.00
06-510-2740	238 LAINE RD	0260056800-00	58.80	25.00	83.80
06-725-0480	2513 OTTER CREEK DR	0260060100-01	58.80	25.00	83.80
06-510-3980	20 CONNORS RD	0260053100-00	56.73	25.00	81.73
06-510-4990	956 TRETTEL LN	0260077600-01	52.80	25.00	77.80
			<u>\$ 14,428.91</u>	<u>\$ 3,475.00</u>	<u>\$ 17,903.91</u>



COMMUNITY DEVELOPMENT DEPARTMENT  
1307 Cloquet Avenue • Cloquet MN 55720  
Phone: 218-879-2507 • Fax: 218-879-6555  
[www.ci.cloquet.mn.us](http://www.ci.cloquet.mn.us)

## REQUEST FOR COUNCIL ACTION

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To: Mayor and City Council  
From: Al Cottingham, City Planner/Zoning Administrator  
Reviewed/Approved By: Aaron Reeves, City Administrator *AR*  
Date: November 15, 2017

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**ITEM DESCRIPTION:** Zoning Case 17-16: Street and Easement Vacation – Vacating a Portion of Grant Avenue the Drainage and Utility Easement Located South of 2005 Grant Avenue

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### Proposed Action

The Planning Commission recommends the City Council move to adopt **RESOLUTION NO. 17-91, A RESOLUTION APPROVING THE VACATION OF A PORTION OF GRANT AVENUE AND THE DRAINAGE AND UTILITY EASEMENT LYING SOUTH OF 2005 GRANT AVENUE.**

### Background/Overview

Nathan Radoush is proposing to vacate a portion of Grant Avenue and the drainage and utility easement lying south of 2005 Grant Avenue. This request is as a result of a portion of the right-of-way for Grant Avenue west of 21<sup>st</sup> Street being vacated in 2004, but not all of the right-of-way. Mr. Radoush is proposing to vacate the west 21.34 feet of the east 31.34 feet of Grant Avenue adjacent to Lot 1, Block 4, Southside Addition and the south 20 of the drainage and utility easement within this area.

The right-of-way for Grant Avenue between 20<sup>th</sup> Street and 21<sup>st</sup> Street was vacated at two separate times. In 2002, the westerly portion was vacated along with the utility easement because there were no utilities in this portion of the right-of-way. In 2004, the westerly 100 feet of the easterly portion was vacated. The easterly 31.34 feet of the right-of-way was preserved because Grant Avenue was not constructed in 2004 and it was not known if this area would be needed for the cul-de-sac.

A public hearing was held on Tuesday, November 14, 2017 to consider a possible right-of-way and easement vacation. A legal notice was published in the Pine Journal on October 26, 2017 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 an easement should be vacated. It is really up to a common-sense approach as to whether there is currently or will be in the future a need for the easement that is being vacated.

### Financial/Budget/Grant Considerations

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

To the Mayor and City Council  
Vacation of Street  
November 15, 2017  
Page 2

**Advisory Committee/Commission Action**

The Planning Commission noted this portion of the street and easement is no longer needed since Grant Avenue has been constructed. The Planning Commission has recommended approval of the Vacation on a 4-0 vote.

**Supporting Documentation Attached**

- Resolution 17-91
- Location Map
- Lot Survey

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

**RESOLUTION NO. 17-91**

**A RESOLUTION APPROVING THE VACATION OF A PORTION OF GRANT AVENUE AND  
THE DRAINAGE AND UTILITY EASEMENT LYING SOUTH OF 2005 GRANT AVENUE**

**WHEREAS**, Nathan Radoush is proposing to vacate a portion of Grant Avenue and the drainage and utility easement lying south of 2005 Grant Avenue; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Journal 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 November 14, 2017 at which time Zoning Case / Development Review No. 17-16 was heard and discussed; and

**WHEREAS**, the property of the proposed Street and Drainage and Utility Easement Vacation is located south of 2005 Grant Avenue and is legally described as follows:

The west 21.34 feet of the east 31.34 feet of Grant Avenue adjacent to Lot 1, Block 4, Southside Addition to Cloquet, Carlton County, Minnesota and the south 20 feet of the Drainage and Utility Easement within that area. 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 17-16 for a vacation of a portion of Grant Avenue and of the drainage and utility easement lying south of 2005 Grant Avenue.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21<sup>ST</sup> DAY OF NOVEMBER 2017.**

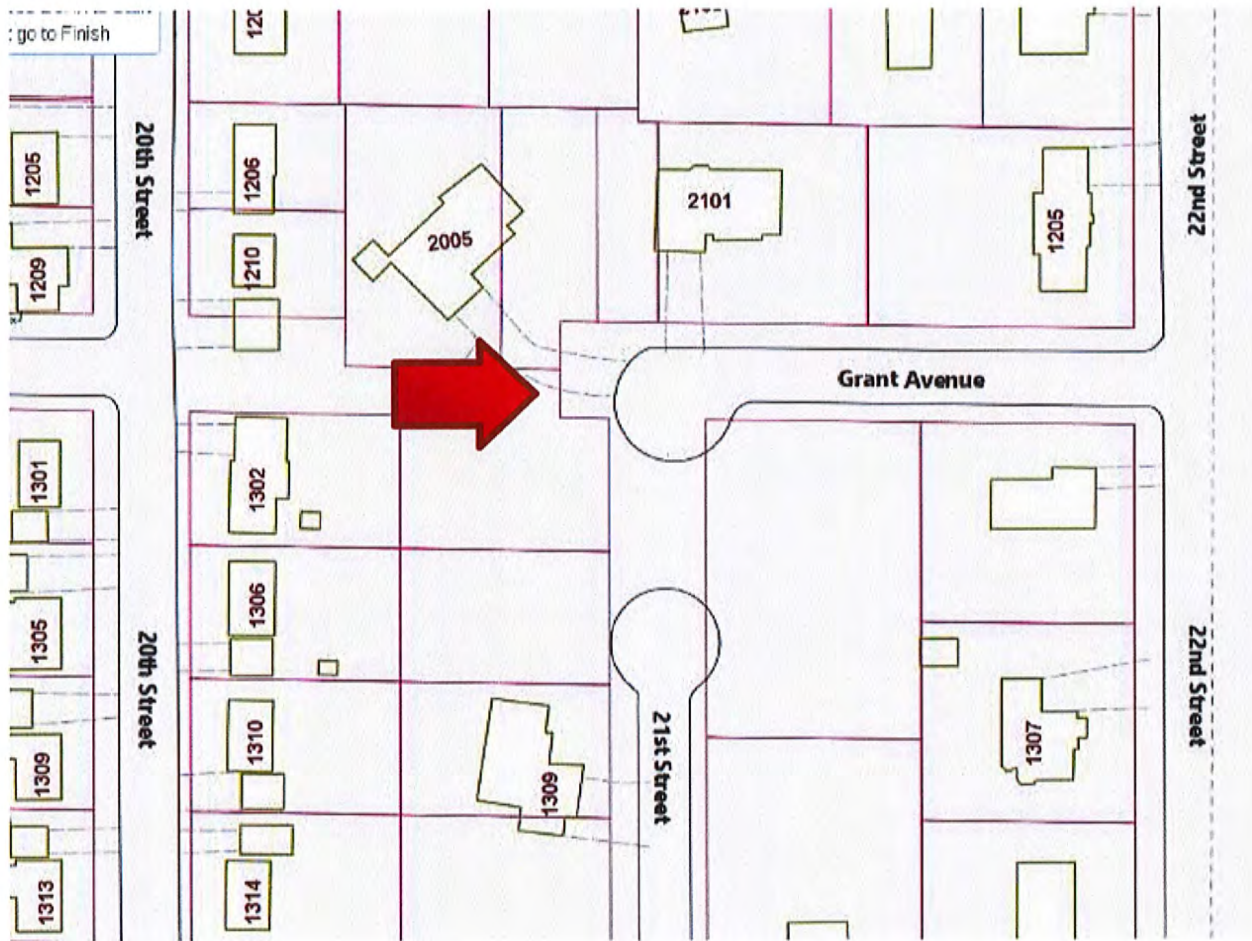
\_\_\_\_\_  
Dave Hallback, Mayor

ATTEST:

\_\_\_\_\_  
Aaron Reeves, City Administrator

# Location Map

## Radoush



No Scale

SURVEY FOR: REGIONAL REALTY  
 ATTN: URIAH WILKINSON  
 1219 14TH STREET  
 CLOQUET, MN 55720

# STRAIGHTLINE SURVEYING, INC.

P.O. Box 510, 500 Foltz Blvd  
 Moose Lake, MN 55767

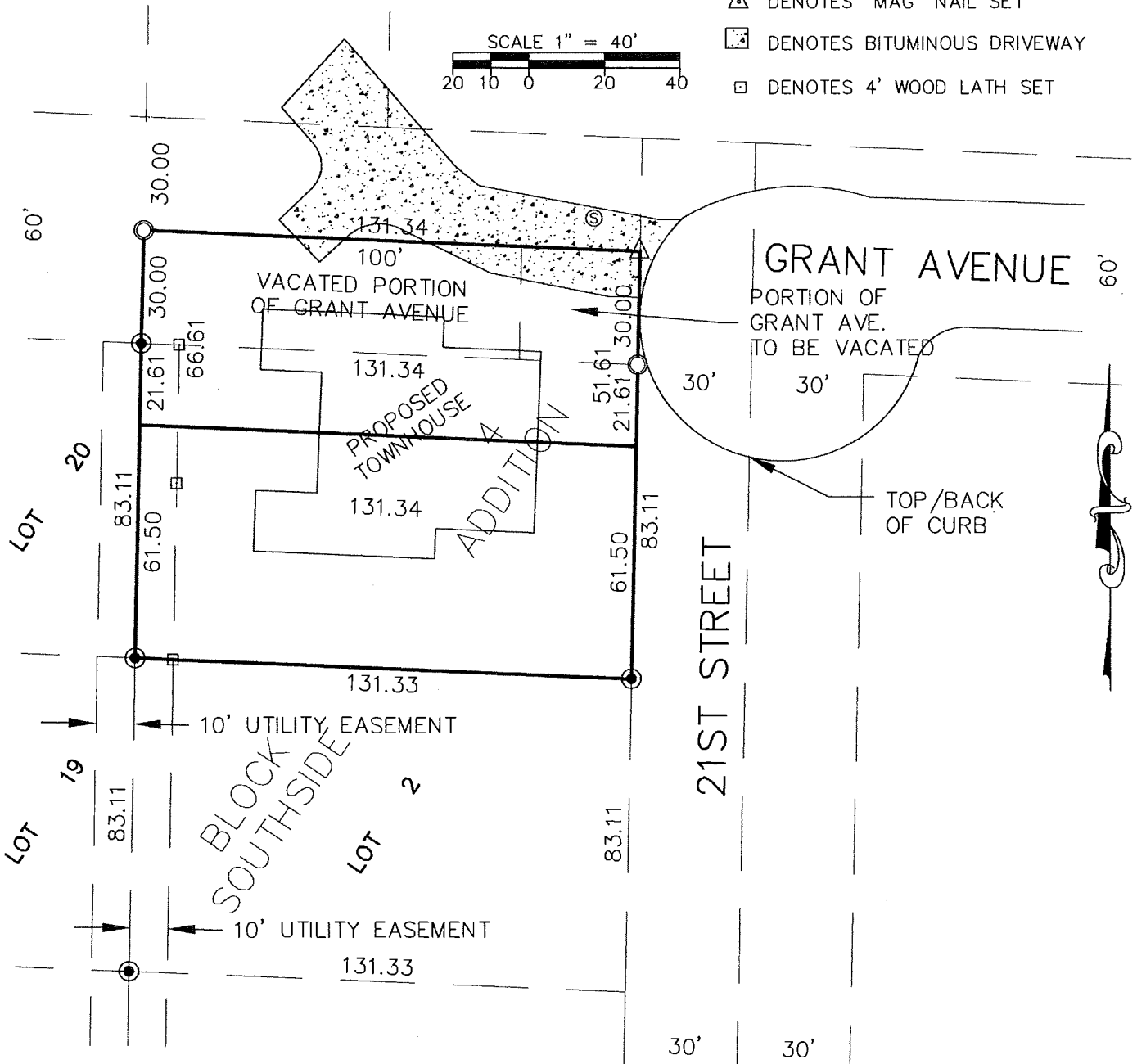
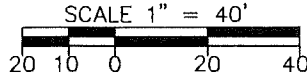
Telephone: (218)-485-4811  
 Fax: (218)-485-4811

E-MAIL: [banderson@straightlinesurveying.com](mailto:banderson@straightlinesurveying.com)

SURVEY OF: TWO TRACTS IN LOT 1, BLOCK 4,  
 AND A PORTION OF THE VACATED  
 GRANT AVENUE, "SOUTHSIDE  
 ADDITION TO CLOQUET" CARLTON  
 COUNTY, MINNESOTA.

RE: RADOUSH HOLDINGS LLC PROPERTY

- DENOTES FOUND IRON MONUMENT
- DENOTES 1/2" IRON REBAR MONUMENT SET AND CAPPED "ANDERSON 45498"
- ⊙ DENOTES SANITARY MANHOLE
- △ DENOTES "MAG" NAIL SET
- ▣ DENOTES BITUMINOUS DRIVEWAY
- DENOTES 4' WOOD LATH SET



I hereby certify that this survey, plan, or report 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.

*Benjamin H. Anderson*

45498

10-23-2017

2016-115

T-49 I P.5

Benjamin H. Anderson

License No.

Date

Job No.

Book No.





## DEPARTMENT OF PUBLIC WORKS

1307 Cloquet Avenue; Cloquet, MN 55720  
Phone: (218) 879-6758 Fax: (218) 879-6555  
Street - Water - Sewer - Engineering - Park  
www.ci.cloquet.mn.us

### REQUEST FOR COUNCIL ACTION

To: Mayor and City Council  
From: Caleb Peterson, Director of Public Works  
Reviewed by: Aaron Reeves, City Administrator *AR*  
Date: November 21, 2017

**ITEM DESCRIPTION:** 2018 Wheel Loader Purchase

#### Proposed Action

Staff recommends the City Council move to authorize the purchase of a 2018 John Deere 624k wheel loader from Nortrax in the amount of \$134,924.00.

#### Background/Overview/Feasibility

As part of the 2018 Capital Improvement Program (CIP) and annual budget, a new Wheel Loader is scheduled to be purchased by the Public Works Department. Due to the expiration of the current state contract at the end of November, Public Works is requesting the order be placed now with no payment due until delivery in 2018. The current contact is two years old and it is estimated placing the order in 2017 will save the City between two and five percent off the purchase price.

Under a Cooperative Purchase Agreement with the State of Minnesota, local governments may purchase such equipment directly off a previously awarded state contract. After reviewing available equipment and developing specifications, the following is a summary of the related bid proposals:

<b>NORTRAX</b> (State Bid)	John Deere 624k Loader Less Trade-In <b>Net Purchase</b>	\$ 184,424.00 ( 49,500.00) <b>\$ 134,924.00</b>
<b>Titan Machinery</b> (State Bid)	Case 721G Loader Less Trade-In <b>Net Purchase</b>	\$ 186,158.00 ( 51,000.00) <b>\$ 135,158.00</b>
<b>Nuss Truck</b> (State Bid)	Volvo L90H Loader Less Trade-In <b>Net Purchase</b>	\$ 181,902.00 ( 45,000.00) <b>\$ 136,902.00</b>
<b>Ziegler Cat</b> (State Bid)	Cat 938M Loader Less Trade-In <b>Net Purchase</b>	\$ 188,210.00 ( 50,000.00) <b>\$ 138,210.00</b>

The existing Loader is 13 years old and is used daily for snow removal and loading of various materials for transport to and from work sites. Current issues with the existing equipment include severe rust, instrument panel failure and wear on the existing bucket and coupler system. The engine is also due for service on bearings and rings in the near future.

To Mayor and Council  
2018 Loader Purchase  
November 21, 2017  
Page 2

**Policy Objectives**

To replace necessary equipment in accordance with the approved Capital Improvement Plan.

**Financial/Budget/Grant Considerations**

The 2018 CIP and annual budget includes \$150,000 for this purchase.

**Advisory Committee/Commission Action**

N/A.

**Supporting Documentation Attached**

N/A.



## DEPARTMENT OF PUBLIC WORKS

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### REQUEST FOR COUNCIL ACTION

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To: Mayor and City Council  
From: Caleb Peterson, Public Works Director  
Reviewed By: Aaron Reeves, City Administrator *AR*  
Date: November 21, 2016

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**ITEM DESCRIPTION:** Water Treatment Plant Request for Proposals

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#### **Proposed Action**

Staff recommends that the City Council move to approve the solicitation of proposals for professional services related to the design of a water treatment plant and associated improvements serving Well #8 and the Spring Lake Reservoir.

#### **Background**

In 2009, Council authorized Public Works to proceed with completion of an evaluation of our potable water system to address the issue of water quality and to identify major capital improvements for consideration over the next 5 to 20 years. As part of the study it was identified that the water from Well #8 located in the Pine Valley and Well #11 located on the Prevost Road, have elevated levels of manganese. Manganese occurs naturally and can be found in rock, soil and drinking water across Minnesota.

The City's water is supplied through 5 sources. Testing of raw water conducted at Wells #1, #6 and the Spring Lake Reservoir show excellent water quality with no detectable manganese concentrations. Conversely, Wells #8 and #11 have manganese concentrations of 500 and 150 parts per billion (ppb) respectively. The Department of Health has issued guidance values for manganese in drinking water of 100ppb for formula-fed infants and infants that regularly drink tap water. The guidance value for adults, children and nursing mothers is 300ppb. Considering this information, Public Works has ceased all use of Well #8 and distributed the attached Public Information Advisory to all our customers.

Well #8 accounts for approximately 30% of our total pumping capacity with Well #11 an additional 17%. While the current wells have sufficient capacity to serve the system for the foreseeable future, it is clear discontinuing the use of Wells #8 and #11 is not a feasible alternative long term. Unfortunately, Cloquet has a long history with the search for new ground water wells with very limited success in locating water in the quality and quantity needed for a municipal well application. The geology of aquifers affects the quality of the groundwater contained within. Past glacial activity in this region has resulted in a complex network of deposits beneath the City. The most recent study of this issue was completed in 2017 with no indication of alternative sources of sufficient quality to negate the need for additional treatment.

While the City's water meets all current safe drinking water regulations, concerns about the effects elevated levels of Manganese may have on humans, especially infants, continues to rise. Recently manganese was placed on EPA's potential contaminant list. If a primary drinking water standard were to be developed for manganese concentrations, the City's current water supply would be noncompliant.

Manganese can be removed with a combination of oxidation and filtration. In 2014, Council authorized a feasibility study to further explore treatment options and associated costs. A subsequent 2016 study involved rental of a pilot treatment plant to confirm the adequacy of the recommend treatment process.

In May of 2017, the City applied for funding under the Drinking Water Revolving Fund (DWRF) for the first of two proposed water treatment plants. The DWRF is a low interest loan program offered by the State to assist with funding priority improvements to public water supplies. Use of this funding source would save the City money on interest and various bonding fees associated with typically project financing. The City was notified in October that our application was in the fundable range for construction in 2018. If the City wishes to proceed, we would need to have construction plans approved by the Health Department no later than May of 2018.

Cloquet is requesting proposals from qualified firms to provide preliminary design, final design and bidding services for construction of a 1,500 gpm water treatment plant to serve Well #8 and Spring Lake Reservoir (SLR). Although SLR does not have a manganese issue, previous studies recommended its treatment along with Well #8 to address concerns over the influence of surface water on the existing source. Treatment of the combined sources will eliminate the risk of a future order to construct a third plant serving only Spring Lake.

**Policy Objectives**

N/A.

**Financial/Budget/Grant Considerations**

The preliminary cost estimate for this improvement is \$5.6 million. The project was included in the 2018 CIP/budget and is part of the current utility rate study. The schedule has been established so the Council will be able to review the rate impacts prior to the anticipated contract award on December 19, 2017.

**Advisory Committee/Commission Action**

N/A.

**Supporting Documents Attached**

- Request for Proposals
- Public Information Advisory

# REQUEST FOR PROPOSALS



## ***CITY OF CLOQUET*** **WATER TREATMENT PLANT PRELIMINARY DESIGN, FINAL DESIGN AND BIDDING SERVICES**

### **Issued by:**

City of Cloquet, MN

November 21, 2017

### **TIMELINE/SCHEDULE**

***Proposals due:*** December 11, 2017 by 4:00 PM

***Professional Services Contract approval:*** December 19, 2017

***Preliminary Design Report completion:*** February 23, 2018

***Final Design (completion of bidding documents and MDH submittal):*** April 13, 2018

***Construction Project Bid:*** May 17, 2018

## **INTRODUCTION**

The City of Cloquet is requesting proposals from qualified firms to provide preliminary design, final design and bidding services for construction of a 1,500 gpm iron and manganese removal plant to treat water from the City of Cloquet's Well #8 and Spring Lake Reservoir (SLR). This Request for Proposals (RFP) solicits information from consultants regarding their technical and practical experience, knowledge, and skills including but not limited to preliminary and final design and cost estimating related to the construction and operation of a new water treatment plant.

The project is proposed to be completed in phases: preliminary and final design (plans and specifications), and bidding phase services. If the project is awarded for construction, it is anticipated the selected consultant will be asked to provide construction administration, inspection and operator training services under a second contract to be negotiated later.

## **PROJECT OVERVIEW**

The selected consultant team will work under the assistance and direction of the City of Cloquet Public Works staff. Building upon the City's previous work including a 2009 water distribution system model and comprehensive study, a 2016 water treatment feasibility study and 2016 pilot study, the consultant will perform all required technical engineering work to complete preliminary and final design phases with associated cost estimates for construction of a new Water Treatment Plant. The product of the preliminary design phase will form the basis for the WTP final design and bidding phases. The preliminary and final design phases and production of the subsequent plans and specifications shall meet Minnesota Department of Health standards and all applicable Federal, State and local statutes, regulations, guidelines and standards.

The City of Cloquet obtains its water supply from groundwater sources. The City operates four (4) wells (Well Nos. 1, 6, 8 & 11) that provide water to the City's distribution system. In addition to the wells identified herein, the City also obtains drinking water from its Spring Lake Reservoir system. This facility consists of two (2) ground storage tanks and a high lift booster station. One of the ground storage tanks is a concrete, open-bottom reservoir that fills via artesian conditions and flows by gravity to the second ground storage tank. Water from Well No. 1 is blended with the artesian water in the reservoir before high lift pumps convey the water into the City's distribution system.

Under the proposed project, Well No. 8 would be rerouted to combine with the Spring Lake Reservoir for treatment prior to connection to the distribution system. Well No. 1 would be disconnected from SLR and pumped directly to distribution. It is anticipated that the existing well house for Well No. 1 would be reconstructed to accommodate these system revisions. The consultants scope of services for this project should include all necessary transmission lines, well house alterations, chemical feed systems, SCADA system alterations and pump and motor upgrades which result from the new process.

Currently, the City has no water filtration system. The City's water treatment consists of feeding chlorine gas, hydrofluosilicic acid and blended polyphosphate at each well site. The City also feeds sodium hypochlorite at Well No. 1 to prevent bacteria growth in the Spring Lake Reservoir system.

This RFP does not obligate the City of Cloquet to complete the project. The City reserves the right to cancel the solicitation if such action is considered to be in its best interest.

### **RELEVANT PREVIOUS STUDIES/PROJECT DOCUMENTATION**

1. Comprehensive Water Quality Study and System Plan, dated 2009, by Progressive Consulting Engineers, Inc.
2. Feasibility Study Water Treatment Plant Well 8, SLR & Well 11, dated 2016, by Progressive Consulting Engineers, Inc.
3. Pilot Plant Study, dated 2016, by Progressive Consulting Engineers, Inc.

### **SCOPE OF SERVICES**

The overall scope of services sought include professional engineering for preliminary design, final design and bidding services for a water treatment facility at the City's Spring Lake Reservoir site along with pipeline and well house improvements at Wells 1 and 8. The consultant's work shall be conducted in coordination with Public Works Department staff. The initial phase of these services is completion of a preliminary design phase that evaluates alternative treatment process systems, facility layouts and estimates of cost for the construction of the Water Treatment Plant in accordance with Minnesota Department of Health standards and rules.

Once the preliminary design phase is complete and approved by City staff, the consultant shall proceed with the final design phase, preparing plans and specifications for bidding and construction. Once the City has reviewed and approved the final bidding documents, the consultant shall proceed with the bidding phase of this project.

The scope of services for each phase shall include the following tasks:

#### Preliminary Design:

1. Review all previous, relevant work associated with the City's water system and the proposed water treatment facility.
2. Prepare an evaluation of water treatment process options that includes consideration of steel and concrete filtration units as well as pressure filtration as would be applicable.
  - Present a review of existing studies, proposed concepts and alternatives for City staff review. Determine the city's wishes as to the extent of the preliminary design phase and alternatives to be considered further.
3. Assist City staff in determining building construction materials, exterior image and roof configuration.
4. Prepare preliminary facility layouts for the various treatment options considered that includes construction cost and 50-year life cycle cost analysis.

5. Review the existing water system's computerized control system and recommendations as to the necessary additions, alterations or its complete replacement.
6. Verify existing water treatment conformance to current Minnesota Department of Health standards.
7. Bi-weekly meetings with staff are required during Preliminary Design.
8. Development of required documentation in accordance with Minnesota Department of Health standards and rules.
9. Provide discussion of permits needed to complete the project.
10. Coordination with all utility service providers within project limits and/or impacted by the project.
11. Assist the City with identification and procurement of geotechnical services for the purposes constructing the proposed water treatment plant. Provide structural load capacities associated with the proposed water treatment plant. The City will contract directly with a geotechnical services provider for all exploration, drilling, testing and reporting services.
12. Prepare a draft Preliminary Design Report for review and comment by City staff.
13. Prepare project schedule and cost estimates that reflect Minnesota DWRf funding requirements/provisions.
14. Present final selected alternative for staff review.
15. Prepare a final report and provide City with four (4) color copies and one (1) electronic copy of the report in a PDF format.

#### Final Design Phase

1. After approval of the preliminary design by the Staff and City Council, prepare engineering/architectural plans, outline of specifications, and cost estimates for City Staff review.
2. Coordinate design with the City Planner and Building Official.
3. Submit plans, specifications, and cost estimates for staff review at 60% and 90% level.
4. Present final design specifications and the estimated cost of construction to the Staff, Planning Commission, and City Council for final approval.
5. Bi-weekly meetings with Staff are required during the final design.
6. Final design includes MN Department of Health final approval/permit for construction.

#### Deliverables

1. Four copies of plans and specifications for review by the City at two points during final design.
2. An updated opinion of probable construction cost at three points during final design, including an opinion of probable construction cost five days prior to the bid date.
3. Two hard copies and one electronic copy of final bidding documents.

#### Bidding Phase

1. Prepare and coordinate publication of an advertisement for bids; provide bid documents in for posting on the City's electronic bidding service (Bid Express).



2. Coordinate and attend a pre-bid meeting and site tour.
3. Receive and respond to questions from potential bidders and issue addendum(s), as required.
4. Attend the construction bid opening, review bids received, and prepare a recommendation for award letter.

#### Deliverables

1. Draft Advertisement for Bid.
2. Pre-bid meeting and site tour summary as required.
3. Addendum(s), as required.
4. Recommendation for award of the construction contract.
5. Assist in drafting City Council construction contract bid award and attend City Council meeting.

### **TIMELINE/SCHEDULE**

Proposals due: December 11, 2017 by 4:00 PM

Professional Services Contract approval: December 19, 2017

Preliminary Design Report completion: February 23, 2018

Final Design (completion of bidding documents and MDH submittal): April 13, 2018

Project Bid: May 17, 2018

### **QUALIFICATIONS/PROPOSAL CONTENTS**

The engineering consultant is required to have current, successful and comparable water treatment/filtration plant design experience; preferable with similar ground water characteristics and in the State of Minnesota. Project examples and references (3 minimum) are required. Indicate personnel assigned to the design team and their experience. Indicate all work to be performed by sub-consultants. The project team must include Civil, Process, Structural, Mechanical, and Electrical (power and SCADA) engineering services as well as Architectural services. The lead project engineer must have a minimum of 10-years of design experience with water treatment plants.

All proposals should include the following information and must be submitted in the order listed:

1. **Title Page/Cover Letter** - Introduce the consultant submitting the proposal, including the name, address, telephone number and email address of the contact person(s) representing the same, and also names of other firms or individuals participating in the proposal. Indicate other office locations, if any, where project work may be completed.
2. **Project Overview** - Summarize RFP objectives and products to demonstrate the consultant's understanding of the project.
3. **Experience and Qualifications** - Identify the general background, structure and organization, and available resources in personnel/experience/information systems of

the participating firm or firms. List at least three client references (include address and phone number) with a brief statement of services rendered. Additional information should be included to demonstrate competence and performance ability in similar projects. The project manager and other members of the project team should be identified. The respondent should identify personnel, along with a description of which project tasks each will be responsible for, and relevant detail of their training, experience and availability for this project.

4. **Work Plan** – A detailed work plan that will identify the major tasks to be accomplished and will be used as a scheduling and managing tool, as well as the basis for invoicing. With the work plan identify key tasks, key milestones with approximate dates, and deliverables.
5. **Cost Proposal** – The cost proposal should be based on the detailed work plan required to complete the requested professional services that is inclusive of all reimbursable expenses.

### **FEES AND EXPENSE REIMBURSEMENT**

The proposal should include a schedule of hourly billing rates for each category of clerical, technical, and professional employee. Include the rates of miscellaneous charges such as mileage, copies, delivery charges, etc. Also list approximate billing multiplier used.

The preliminary estimated construction cost is \$5.2 million. An estimated design cost based on a percent of estimated construction cost and a firm “not to exceed” design cost must be indicated. Indicate a separate cost for the preliminary design and final design phases.

Indicate an estimated cost for construction administration assistance based on a percent of the preliminary estimated construction cost of \$5.2 million. Estimate should include a brief description of the level of service assumed.

Reimbursable expenses that will be required above the base amount must be listed and described.

A contract will be negotiated and approved after selection of the engineering design consultant (includes designated key project personnel by name and the entire RFP document).

Invoice period intervals are a minimum of thirty (30) days with a payment date of thirty (30) days maximum from date of invoice. Council meetings are the first and third Tuesdays of the month, with invoice deadline the Friday two weeks prior.

The City reserves the right to change engineering consultant, if warranted.

## **EVALUATION**

The consultant for this project will be selected by determining the best qualified consulting team. The qualifications of the project team will be evaluated at the discretion of the selection committee.

The City will offer a professional services contract to the respondent evaluated by the selection committee to be the best qualified to perform the work, with the consideration of compatibility and other performance factors. It is anticipated that the project will begin as soon as a consultant is selected and the contract is executed.

## **SUBMITTAL**

All proposals must be sent to:

Caleb Peterson, Director of Public Works  
City of Cloquet  
1307 Cloquet Avenue  
Cloquet, MN 55720

***Proposals must be received not later than 4:00 PM December 11, 2017.*** Submit four (4) hardcopies and one (1) electronic copy (pdf format) of the proposal. Proposals are to be sealed in mailing envelopes or packages labeled "Request for Proposals – Professional Services for Water Treatment Plant" and the responder's name and address in the return address location.

## **QUESTIONS & SITE VISIT**

Prospective responders who have any questions regarding this RFP must submit questions by email only to:

Caleb Peterson, [cpeterson@cloquetmn.gov](mailto:cpeterson@cloquetmn.gov)

The deadline to submit questions regarding this RFP will be 4:00 p.m., December 8, 2017.

Tours of the existing facilities will be available to the consultant teams on an as-scheduled basis. Tour requests shall be submitted to Caleb Peterson.



## DEPARTMENT OF PUBLIC WORKS

Street – Water – Sewer - Engineering

1307 Cloquet Avenue, Cloquet, MN 55720

Phone: 218-879-6758 Fax: 218-879-5998

[www.cloquetmn.gov](http://www.cloquetmn.gov)

# PUBLIC INFORMATION ADVISORY

## FOR IMMEDIATE RELEASE

Updated June 15, 2016

### CITY OFFICIALS TAKE STEPS TO ADDRESS EMERGING CONCERNS REGARDING MANGANESE IN WATER

The City of Cloquet's water supply is tested throughout the year to ensure it meets all safe drinking water standards established by both the Environmental Protection Agency and State of Minnesota. While the city water meets the safe drinking water regulations, new information is emerging that raises concerns about the effects high levels of manganese may have on humans, especially infants. The city has taken steps to reduce the level of manganese in the water however, households with infants less than one year old where infants consume formula made from tap water or drink tap water should follow Minnesota Department of Health (MDH) recommendations to further reduce consumption of manganese.

There is no federal or state regulation for concentrations of manganese in drinking water for health reasons. Manganese has traditionally been considered an aesthetic issue, where high concentrations could cause staining or taste considerations. Over time, it will form coatings on water pipes in the system that may slough off as a black precipitate or grit in the water. Manganese occurs naturally and can be found in rock, soil, and drinking water across Minnesota. Humans require small amounts of manganese to maintain health. While more research is needed to define the effects of manganese on the human body, too much manganese may affect learning and behavior. Therefore, the Minnesota Department of Health issued guidance values for manganese in drinking water of 100 parts per billion (ppb) for formula-fed infants and infants that regularly drink tap water. The manganese guidance value for children over one year of age and adults (including nursing mothers) is 300 ppb.

Currently the City's water is supplied by 5 sources. Testing of raw water conducted at Wells 1, 6 and the Spring Lake Reservoir show excellent water quality with no detectable Manganese concentrations. Conversely, Wells 8 and 11 have manganese concentrations of 500 and 150 parts per billion (ppb) respectively. After learning of the MDH health advisory, the City took immediate steps to reduce the levels of manganese in the water. According to Caleb Peterson, City Engineer/Public Works Director, "In light of this information, Public Works has ceased all use of Well #8 until such time that adequate treatment is in place or the well is abandoned in favor of an alternate water source". Other ways to reduce manganese are being explored including changing other operational practices and the feasibility of building a water treatment plant. City staff will continue to monitor the water quality and work with the MDH and other experts as more information about manganese becomes available.

For households where infants less than one year old will be regularly drinking formula mixed with tap water or drinking plain tap water, the MDH health advisory recommends the following:

- Use a proper filter. Carbon filters (that may also contain and ion exchange resin) used in common pitcher or faucet filter systems (found at grocery and home stores) can remove approximately 50 percent of manganese from drinking water. To identify a filter that may remove manganese from water, visit <http://www.health.state.mn.us/divs/eh/water/factsheet/com/pou.html>
- Use of bottled water labeled as *distilled* or *purified* will be below the health-based guidance of 100ppb for infants.

\* For nursing mothers, breast-milk is considered best for infants and it contains healthy amounts of manganese.

If residents use well water for drinking, the water should be tested for levels of manganese at an accredited laboratory.

More information about manganese is available on the MDH website:

- Manganese in Drinking Water at <http://www.health.state.mn.us/divs/eh/risk/guidance/gw/mninfosheet.pdf>
- Home Water Treatment Units: Point-of-Use Devices at <http://www.health.state.mn.us/divs/eh/water/factsheet/com/pou.html>



**ADMINISTRATIVE OFFICES**

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**REQUEST FOR COUNCIL ACTION**

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To: Honorable Mayor and City Council  
From: Aaron S. Reeves, City Administrator *AR*  
Date: November 21, 2017

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**ITEM DESCRIPTION:** Dog Park Petition and Request

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**Proposed Action**

Staff recommends that the City Council review the attached petition, hear the request from the citizen who organized the petition, and provide direction to staff if you wish to further pursue a dog park or not.

**Background/Overview**

The City has received the attached petition related to the creation of a dog park. Mr. Martinson, who organized the petition, will be present at the meeting to present the petition and the request for the creation of a dog park. If the Council wishes to research further I recommend referring to staff to prepare additional information including potential locations and costs and bring back for discussion at a future meeting.

**Supporting Documentation Attached**

- Petition

**change.org**

Recipient: Cloquet Parks Commission

Letter: Greetings,  
Cloquet Dog Park

# Comments

Name	Location	Date	Comment
Caitie Dahl	Cloquet, MN	2017-06-27	Cloquet dogs deserve a safe place to play and socialize with other dogs!
Jessica Ritchie	Duluth, MN	2017-06-27	I am signing this because every city should have a clean safe place to bring their dogs for off leash fun. It is a solid place to train your dog, socialize your dog and also yourself as well as get invlved in a community positive thing.
Kerry Dahl	Cloquet, MN	2017-06-27	We have a dog that needs a safe place to run.
Brad Putney	Cloquet, MN	2017-06-27	I am signing this petition as I am a dog owner and wold like to see an area in Cloquet designated off-leash for dogs.
Denette Lynch	Duluth, MN	2017-06-27	Dog parks are a great value to towns. They are a great place for people to go with their furry family. People of all ages, backgrounds, income, physical and mental health, are able to enjoy the outdoors while spending time with their dogs and other dog loving people.
Jeremy Johnson	Cloquet, MN	2017-06-27	Youd think that cloquet would have plans for a dog park already and keep.up with the times. And we desperately need one.
Jeffrey Neau	Saint Paul, MN	2017-06-27	We drive north to our cabin multiple times over the summer. Having a place like this to stop at would make the slightly-longer drive through Cloquet worthwhile...and we'd probably have to gas up and eat there too.
Cristina Weske	Cloquet, MN	2017-06-27	I'm signing this because there is no safe place for my dog to run free in the town that I live and work in.
Samantha Bird	Duluth, MN	2017-06-27	Every community needs a dog park. The Duluth parks have helped the city grow and come together and a lot of dogs don't have an adequate place to run and socialize.
Mark Goad	Cloquet, MN	2017-06-27	Cloquet needs a dog park
Kasey Solomon	Cloquet, MN	2017-06-27	I currently drive to Duluth at least two times per week to bring my dog to a dog park. I would love having a dog park right right in town to save on gas, time and mileage.
Samantha Bird	Duluth, MN	2017-06-27	I can't explain how much the Duluth dog parks helped bring people together. Not only that, there are too many dogs that don't have an adequate place to run or socialize with other dogs. People are more likely to bring their pets to a dog park then they are to actually walk them. Healthy pets make a happier community.
Cristina Weske	Cloquet, MN	2017-06-27	If this petition falls through, someone needs to make a cloquet doggo playdate page on fb so we can let them run around in the soccer field together or something. My poor pup is starved for other dog friends and I just can't drive to Duluth every weekend to their dog parks.



<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Comment</b>
Breanna Larson	Duluth, MN	2017-06-27	I have a dog whom I bring to the dog park in duluth and he loves it. I have friends and family that live in Cloquet and I would love to take my dog to one in Cloquet when I'm there visiting
Kelly Oliver	Cloquet, MN	2017-06-27	I have family I visit in Cloquet and it would be amazing to include our family's dogs when visiting.
Sophie Tibbetts	Cloquet, MN	2017-06-27	I would love to have a place where my dog could run around and socialize with other dogs. There are a lot of pet owners and pets in this city who would benefit from having a place like this.
Sandy Martinson	Cloquet, MN	2017-06-27	Our dogs like to run freely off-leash and play with other dogs. The park would be an asset to our city.
John Smekofski	Cloquet, MN	2017-06-27	Cloquet needs a safe place for our dogs to run free and interact with other dogs. Socialization of dogs with other dogs is essential for their well-being. We need a city dog park.
Alex Super	Cloquet, MN	2017-06-27	I would love a safe place for my dog, Phoenix, to play and socialize with other dogs and people.
Holly Goad	Cloquet, MN	2017-06-27	I'm a dog owner
Sarah Gustafson	Cloquet, MN	2017-06-27	I have a dog and would love to have a dog park on the neighborhood!
jennifer hudson	Cloquet, MN	2017-06-27	I am signing because I am a dog owner and think this would be a good idea for responsible pet owners.
Allainie H	Barnum, MN	2017-06-27	I love dogs.
Molly Anton	Brooklyn Park, MN	2017-06-27	I used to live in the cities and the dog parks were great!
Casey Nelson	Cloquet, MN	2017-06-27	I'm signing because I'd like to create an additional sense of community in Cloquet. My pups deserve a good place to play, bond with other dogs and be happy.
Tracy Skagerberg	Cloquet, MN	2017-06-27	Dogs need a place to go and play too. My family would use a dog park. The dogs would be so happy
Nancy Purcell	Duluth, MN	2017-06-27	Dogs deserve this opportunity.
Michelle Johnson	Cloquet, MN	2017-06-27	I am a dog lover and a dog owner and would love to have a local place to bring my dogs to run and play.
Kalli Danger	Cloquet, MN	2017-06-27	I think this would be the best for the animals to enjoy somewhere else besides being at home in their own yard and top of that they have other pets to play with besides us humans being there and play with them, Im totally okay having a park for dogs. Instead of driving to Duluth or other areas who have dog parks. Cloquet being a small town needs it besides gas stations, bars, stores and places to go eat. I sign this because the dogs should have a place to run free and meeting new furry animals. Its like having kids who want to go to the parks.

Name	Location	Date	Comment
gwenellyn brown	Duluth, MN	2017-06-27	I have a dog that would benefit from being able to socialize with more dogs and people. She wants to make more dog friends and chase all the tennis balls with more dog friends. Please help dog have dog friends.
Lindsey Seeley	Cloquet, MN	2017-06-27	I support dog parks. I have been to all 3 in Duluth and they are a great way to get out and meet new people, let our dogs get exercise while playing! I'd volunteer to help!
Cindi Diver	Cloquet, MN	2017-06-27	Dogs deserve to play without a leash
Carly Morada	Cloquet, MN	2017-06-27	Very good idea
Keshia Kazimer	Superior, WI	2017-06-27	All dogs deserve a safe place and I have plenty of friends with Fur Children would appreciate it.
Dyllan foss	Alexandria, MN	2017-06-28	because every dog deserves a place to run free
Katie Johnson	Cloquet, MN	2017-06-28	Excellent idea!
Alicia Paxton	Cloquet, MN	2017-06-28	It would be so great to have a place where dogs can run and engage with other well behaved dogs. Although a 20 minute commute is not much for us humans it can seem like a long trip for pets.. i personally would enjoy having a park for my puppies
Chelsie Evers	Cloquet, MN	2017-06-28	I have a little frenchie who would love to get to play in a safe area with his other furry friends!
Jacquelyn Oien	Carlton, MN	2017-06-28	I have a dog that loves to play with other dogs. We can only have 1 in our household and sometimes it's hard to get together with other dog owners
Elisha Loisel	Carlton, MN	2017-06-28	We need this!
Rachel Weller	Cloquet, MN	2017-06-28	This would be a great benefit to our community!
Barbara Erjavec	Esko, MN	2017-06-28	It sure would be nice to have a dog park that is close to home. Traveling into Duluth takes up too much time. I end up doing more than just the dog park to justify my trip into town. This includes shopping in Duluth when I would much prefer to spend my money in my local community.
Alyssa Robnik	Marquette, MI	2017-06-28	Dogs deserve a fun place to run around without leashes
Alyssa Robnik	Marquette, MI	2017-06-28	Dog owners need a fun place to bring their dogs to play that isn't a long drive from home.
Jill Beaupre	Cloquet, MN	2017-06-28	I want to be able to take my dog to a park in Cloquet
Nicki Rookey	Cloquet, MN	2017-06-28	I'm signing because I have a dog and would love a place to bring her to be able to interact with other dogs and to have a safe place to run.

Name	Location	Date	Comment
tara kimmel	Cloquet, MN	2017-06-28	I would like to see this community embrace this idea and make itself more friendly for everyone.
Jen Broten	Cloquet, MN	2017-06-28	I had a dog but had to rehome as he hated the leash and needed to run. This would make it easier for active dogs to use that energy.
Kali O'brien	Swatara, MN	2017-06-28	Dogs rule and people... Well I guess dogs drool.
Skye Russo	Pineville, MO	2017-06-28	Cloquet needs a place for people to take their dogs! A positive place for people to get to know each other as well!
Mary Birnstihl	Cloquet, MN	2017-06-28	This town needs it for saetu. Side walks are unsafe. I live on carlton ave w. People are always speeding. Cloquet, I beleave is very far behind the times. This should of been done years ago. We dont evan have a variety of family places. Not enough party places for kids birthdays. So yes please pass this.
Megan Port	Cloquet, MN	2017-06-28	Some people don't have enough room for their dogs to play. So this would be great
Kendall Smith	Cloquet, MN	2017-06-28	I'm signing this because I think my dogs should have a safe space to play and run around with other dogs.
Tammy Olsen	Duluth, MN	2017-06-28	All dogs should have places to run free and play, both for enjoyment as well as their health!
Tawnya Jurek	Cukver, MN	2017-06-28	It's a great way to socialize dogs and let them enjoy being a dog. Especially for those on town that don't have bog fenced yards and want their pup to run and play!!
Krystle Vanderwerff	Duluth, MN	2017-06-28	I live in Cloquet and this would be a nice addition to our community for our dogs!
Brooke Dickison	Cloquet, MN	2017-06-28	Good for the community
Autumn Sawyer	Cloquet, MN	2017-06-28	I would love a place near my house to bring my dog to after a long day of work for me, and hours of her waiting for me to get home.
Deserai Olson	Cloquet, MN	2017-06-28	I want a place where it is acceptable to bring my dogs where they can run and get the exercise they need while being able to play with other dogs. ##
Erika Garza	Barnum, MN	2017-06-28	I think a dog park will help out our city and furry friends a ton.
Serena Ferriere	Esko, MN	2017-06-28	I live in Esko and it is a little to much of a drive to Duluth for the dog parks and would love to see one go up in cloquet!
Isabelle Moerke	Esko, MN	2017-06-28	I have dog and I know we slowly run out of places to bring her. She also needs some friends to run around with!
Cindy Haglin	Duluth, MN	2017-06-28	It's the right thing to do for every reason listed. Dogs AND citizens will be safer and happier.

<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Comment</b>
Katrina Ziells	Cloquet, MN	2017-06-28	I'm signing because as a dog owner, I would like a place where my two babies can run and have fun without worrying about anything harming them or getting into trouble
Emma Kangas	Duluth, MN	2017-06-28	Because. Doggos and Puppies are amazing and deserve a park to play with their furry friends
Kendra Lewton	Cloquet, MN	2017-06-29	I'm signing because it's nice to have a local dog park. I bring my dogs to Duluth dog parks. Although they are nice, it would be so much more convenient for not only me, but also my dogs, to have a park closer to home.
Carrie Romanoski	Cloquet, MN	2017-06-29	I want a dog park!!!!
Casandra Crider	Carlton, MN	2017-06-29	I have a young dog that rarely gets to interact with other dogs, this would be wonderful for making both of us more comfortable! He is a runner and having an area that he could be off-leash instead of only inside our home would be soo nice for him (we can't keep up when he gets loose!)
Alyssa Clark	Carlton, MN	2017-06-29	My dog Dottie would love a new place to run!
Janette Setterquist	Cloquet, MN	2017-06-29	I have doggy kids
Marlee Clemens	Cloquet, MN	2017-06-29	I'm signing this because I have a dog that would love this!
Mary Jo Seuferling	Katy, TX	2017-06-29	Every city should have at least one dog park!
Melissa Janke	Maple Plain, MN	2017-06-29	A dog park would be a great addition to our city.
Kelly Villa	Cloquet, MN	2017-06-29	This is so needed!
Leanne Anderson	Cloquet, MN	2017-06-29	I believe this is a good thing!
Shannon Pegg	Duluth, MN	2017-06-29	I believe yes all cities n towns need a dog park
Margaret Roth	Cloquet, MN	2017-06-29	I would use the park to socialize my dogs
Matthew Crider	Carlton, MN	2017-06-29	I have a dog and I know he will love to enjoy the space and to be with other dogs
Tara Johnson	Cloquet, MN	2017-06-29	I have 2 dogs and would love to have this park
Amy Buchholz	Cloquet, MN	2017-06-29	Cloquet needs a dog park!
Bobby AtkinsAtkins	Duluth, MN	2017-06-29	A dog park would be great and is definitely needed
Amelia Franko	Askov, MN	2017-06-29	So I can bring my dog to a park!
Joyce McQuiston	Cloquet, MN	2017-06-29	My little Malti-Poo, Leia, needs somewhere to go in our community where it is acceptable for her to be, play, exercise and be social.
Sheena rowe	Duluth, MN	2017-06-29	I'm signing because I come into Cloquet quite often and would love a place to stop by for my dog to play where it's safe and unleashed.

Name	Location	Date	Comment
Brittany Carter	Rochester, MN	2017-06-30	I am from that tea and travel there often with 2 large dogs and this would be a very convenient way to exercise them!
Tyler Walkowiak	Duluth, MN	2017-06-30	All communities should have a place for their pet to run off the leash as pets were not made to live on one.
Dr. Dawn M. Varney, MD	Hutchinson, KS	2017-06-30	I don't live in Cloquet, but ours is so appreciated and well-used by by the people of our city, that it's been a real plus. It was a great use of our tax money. Even people like me who don't have dogs enjoy it. It fosters friendships, responsibility, and a sense of pride throughout our community, and I'm sure it will do the same for Cloquet!
Nancy Tario	Cloquet, MN	2017-06-30	My Yorkie was killed by a German Shepard last year. He came right up onto our deck where she was on a leash. I would like to have a separate space where small dogs can safely run free - in memory of Pookie: Pookie Park.
Starr Marshall	Cloquet, MN	2017-06-30	This will make my dog Ladybug happy!
Jessica Koskela	Cloquet, MN	2017-06-30	Many drive quite a distance to take their dogs to a park....lets keep them local and make a great investment for our community
Sheryl Cockrum	Wichita, KS	2017-06-30	Pet owners and the pets need a place to run and play especially if they live in an apartment or have a very small yard.
Mark Gibson	Anchorage, AK	2017-06-30	As a dog lover this park will provide many hours of fun for all canines.
Alyssa Harju	Cloquet, MN	2017-06-30	Doggies need to socialize and run free too!
Diane Parkhurst	Cloquet, MN	2017-06-30	This is such a great idea, to have a designated area for dogs to run and play. It will definitely be a plus for those dogs who like to escape and run off their excess energy.
Dustin Newton	Duluth, MN	2017-06-30	cloquet needs a dog park
Janey Mitchell	Scanlon, MN	2017-06-30	Dogs need to exercise too.
Shannon Hansberry	Duluth, MN	2017-07-01	I'm tired of illegally letting my dogs run around in veterans park.
Cynthia Lira	Raleigh, NC	2017-07-01	It's a great idea!
Cindy Clyde	Cloquet, MN	2017-07-01	I am a dog owner and would love to see this happen in our community.
Rhonda McCauley	Cloquet, MN	2017-07-01	I have two dogs and would love a place for them to play with other dogs.
Dione Chanslor	Cloquet, MN	2017-07-01	Every community should have a dog park.
Pat Luck	Cloquet, MN	2017-07-02	A dog park is a safe place for dogs to run, exercise and play with other dogs. Socialization for dog owners and their fur-baby's!
Melissa Salmela	Esko, MN	2017-07-02	It's a great idea for dog owners to go to with their furry friends!

Name	Location	Date	Comment
Mark Hagen	Cloquet, MN	2017-07-03	Does the city have some unused park space behind Carmens Restraunt
Katie Johnson	Cloquet, U.S. Outlying Islands	2017-07-04	I work at the local Americinn & we allow dogs, and people always ask & are disappointed we don't have a dog park!
Alex Adolfs	Duluth, MN	2017-07-04	We don't have a big enough yard for my dog to fun around and exercise.
Caroline Churchill	Saint Paul, MN	2017-07-05	Would love to have a dog park while traveling to and from the iron range.
Kristen Gill	Cloquet, MN	2017-07-07	I have two dogs who would love to have a place to run and play with other dogs.
Amber Henriksen	Duluth, MN	2017-07-07	Dog parks are a helpful way to socialize your dog and just have fun. It is safer for people and their dogs.
Mary Millard	Duluth, MN	2017-07-07	I was involved in building the Jean Duluth Dog Park and attended the Doggie Beach Party in Cloquet
Joan Schorr	Duluth, MN	2017-07-07	This is a wonderful opportunity to spend quality time with pets, family and friends. Off leash gives our dogs a better more enjoyable life as well.
Mary Schnell	Grand Rapids, MN	2017-07-07	I love ## dogs and they need a safe place to socialize and play!!!
Nichole Freer	Saginaw, MN	2017-07-08	The nearest dog park is 15 miles away :/
Anita Maki	Reading, PA	2017-07-09	I have two dogs who would love it
Cory Martinson	Cloquet, MN	2017-07-10	I'm so sorry to read this about your little dog. We do plan to have a separate area where small dogs can play with friends their own size. Thank you for your support in signing the petition.
Theresa Lavamaki	Cloquet, US	2017-07-11	Its an awesome idea
jerry bjick	lenoir city, TN	2017-07-12	Once a Cloquet resident, great idea.
Troy Buchholz	Cloquet, MN	2017-07-15	Great idea!!
Cecilia Twiest	Two Harbors, MN	2017-07-30	I have visited 2 of the 3 dog parks in Duluth, the park in Two Harbors and several more around the country. They are the best idea ever for our dogs and people who love them
Cecilia Twiest	Two Harbors, MN	2017-07-30	Dog parks are not just for residents of the community, the are a big draw for visitors and tourists who travel with their dogs. Parks are a great way to meet people and learn so much. I hope your project is a great success.
Melissa Kohout	Saint Paul, MN	2017-08-01	Dog parks are very important to help dogs burn energy and stay social.

<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Comment</b>
Marjorie johnson	Superior WI, WI	2017-08-01	Dog parks contribute to the quality of life for dogs and their human companions.
Addy Danielson	Duluth, MN	2017-08-01	It would be the closest dog park to my home.
Rebecca Provost	Esko, MN	2017-08-01	This is something needed!!
Beverly Peterson	Superior, WI	2017-08-02	I have dogs and I think it is important to have a safe environment for them to run off leash, exercise and socialize.

**change.org**

Recipient: Cloquet Parks Commission

Letter: Greetings,  
Cloquet Dog Park



# Signatures

<b>Name</b>	<b>Location</b>	<b>Date</b>
Cory Martinson	Cloquet, MN	2017-06-27
Caitie Dahl	Duluth, MN	2017-06-27
Lori Molin	Superior, WI	2017-06-27
Amanda Olson	Esko, MN	2017-06-27
Liz O'Connor	Cloquet, MN	2017-06-27
Shawn Meisner	Cloquet, MN	2017-06-27
Megan Kalenowski	Meadowlands, MN	2017-06-27
Alexis Larson	Cloquet, MN	2017-06-27
Amy Tilberg	Duluth, MN	2017-06-27
Hana Mcisaac	Cloquet, MN	2017-06-27
Bethany Robnik	Cloquet, MN	2017-06-27
Emily McLeod	Cloquet, MN	2017-06-27
Sydnee Hietala	Cloquet, MN	2017-06-27
John Badger	Cloquet, MN	2017-06-27
Austin Anderson	Cloquet, MN	2017-06-27
Michelle Doble	Cloquet, MN	2017-06-27
Kerry Dahl	Cloquet, MN	2017-06-27
Amber Nichols	Duluth, MN	2017-06-27
Brad Putney	Cloquet, MN	2017-06-27
Mike Mcleod	Cloquet, MN	2017-06-27

<b>Name</b>	<b>Location</b>	<b>Date</b>
Laina Rasmussen	Cloquet, MN	2017-06-27
Denette Lynch	Superior, MN	2017-06-27
Jeremy Johnson	Cloquet, MN	2017-06-27
Rachel Poitra	Cloquet, MN	2017-06-27
Jeffrey Neau	Saint Paul, MN	2017-06-27
Cristina Weske	Cloquet, MN	2017-06-27
Krista Schmitz	Omaha, NE	2017-06-27
allison tilberg	Cloquet, MN	2017-06-27
Stacy Nelson	Cloquet, MN	2017-06-27
Samantha Bird	Duluth, MN	2017-06-27
Mark Goad	Cloquet, MN	2017-06-27
Kasey Solomon	Cloquet, MN	2017-06-27
Julie Martin	New Richmond, WI	2017-06-27
Cassidy Vena	Brookston, MN	2017-06-27
Emelia Melton	Duluth, MN	2017-06-27
Breanna Larson	Duluth, MN	2017-06-27
Kelly Oliver	Cloquet, MN	2017-06-27
emily smith	Duluth, MN	2017-06-27
Sophie Tibbetts	Cloquet, MN	2017-06-27
Sandy Martinson	Cloquet, MN	2017-06-27
John Smekofski	Cloquet, MN	2017-06-27
Matt Weske	Cloquet, MN	2017-06-27

<b>Name</b>	<b>Location</b>	<b>Date</b>
Amanda Milberger	Minnesota	2017-06-27
Alex Super	Cloquet, MN	2017-06-27
Holly Goad	Cloquet, MN	2017-06-27
Sarah Gustafson	Cloquet, MN	2017-06-27
Brianna Koivisto	Cloquet, MN	2017-06-27
Mykayla ableiter	Saint Michael, MN	2017-06-27
Jennifer Hudson	Cloquet, MN	2017-06-27
Allainie Hanek	Cloquet, MN	2017-06-27
Christa Drake	Cloquet, MN	2017-06-27
Molly Anton	Cloquet, MN	2017-06-27
jon inwood	Brooklyn, NY	2017-06-27
Casey Nelson	Minneapolis, MN	2017-06-27
Danielle Prince	Duluth, MN	2017-06-27
Anna axtell	Cloquet MN, MN	2017-06-27
steve kolodge	Cloquet, MN	2017-06-27
Tracy Skagerberg	Cloquet, MN	2017-06-27
Cory Graboski	Cloquet, MN	2017-06-27
Amy Antonson	Cloquet, MN	2017-06-27
LuAnn Danger	Santa Rosa Beach, FL	2017-06-27
Nikki Jarve	Duluth, MN	2017-06-27
Nancy Purcell	Duluth, MN	2017-06-27
Antoinette C. Gonzales	Victorville, CA	2017-06-27

<b>Name</b>	<b>Location</b>	<b>Date</b>
Michelle Johnson	Cloquet, MN	2017-06-27
Kalli Danger	Cloquet, MN	2017-06-27
Gwenellyn Paulsen	Cloquet, MN	2017-06-27
Lindsey Seeley	Cloquet, MN	2017-06-27
Cindi Diver	Cloquet, MN	2017-06-27
Kaylyn Hamilton	Cloquet, MN	2017-06-27
Cody goranson	Minnesota	2017-06-27
Alyssa Abramowski	Carlton, MN	2017-06-27
Carly Morada	Cloquet, MN	2017-06-27
Ashley Jaakola	Cloquet, MN	2017-06-27
Amanda Olson	Cloquet, MN	2017-06-27
Kayla Cotner	Cloquet, MN	2017-06-27
Keshia Kazimer	Duluth, WI	2017-06-27
Margaret Lentz	Cloquet, MN	2017-06-28
Dyllan foss	Duluth, MN	2017-06-28
Lissa Maki	Saginaw, MN	2017-06-28
Megan Nelson	Cloquet, MN	2017-06-28
Katie Johnson	Cloquet, MN	2017-06-28
Laura Nimmo	Cloquet, MN	2017-06-28
Alicia Paxton	Cloquet, MN	2017-06-28
Amanda Wilson	Cloquet, MN	2017-06-28
Alex Bentley	Cloquet, MN	2017-06-28

<b>Name</b>	<b>Location</b>	<b>Date</b>
Chelsie Evers	Cloquet, MN	2017-06-28
Laurie Groth	Cloquet, MN	2017-06-28
Nick Hack	Meadowlands, MN	2017-06-28
angella Mitchell	Cloquet, MN	2017-06-28
Danielle Norkunas	Cloquet, MN	2017-06-28
Jacquelyn Oien	Carlton, MN	2017-06-28
Misty Burggraff	Duluth, MN	2017-06-28
Megan Swanstrom	Cloquet, MN	2017-06-28
Kathy Ensign	Anchorage, AK	2017-06-28
Rachel Yrjanson	Cloquet, MN	2017-06-28
Adam Birnstihl	Cloquet, MN	2017-06-28
Elisha Loisel	Carlton, MN	2017-06-28
Megan O'Brien	Rochester, MN	2017-06-28
Rachel Weller	Cloquet, MN	2017-06-28
Barbara Erjavec	Esko, MN	2017-06-28
Elissa Hebb	Esko, MN	2017-06-28
Tami Jones	Cloquet, MN	2017-06-28
Katy Goodman	Cloquet, MN	2017-06-28
Paige Dittberner	Carlton, MN	2017-06-28
Elaine Becker	Roanoke, VA	2017-06-28
Joleen Engstad	Cloquet, MN	2017-06-28
Jamie Rautio	Duluth, MN	2017-06-28

<b>Name</b>	<b>Location</b>	<b>Date</b>
Alyssa Robnik	Marquette, MI	2017-06-28
Morgan Johnson	Cloquet, MN	2017-06-28
Rylie Doherty	Cloquet, MN	2017-06-28
Jordan Salmi	Cloquet, MN	2017-06-28
Katie Meyer	Cloquet, MN	2017-06-28
Aaron Johanson	Cloquet, MN	2017-06-28
Carly Cary	Cloquet, MN	2017-06-28
Jill Beaupre	Cloquet, MN	2017-06-28
Elaine Fischer	Roanoke, VA	2017-06-28
Johnna Bottila	Cloquet, MN	2017-06-28
Janine Vinton	Hastings, Australia	2017-06-28
Hailey Anderson	Grand Rapids, MN	2017-06-28
Charlotte Mainville	Cloquet, MN	2017-06-28
Kerri Schneberger	Cloquet, MN	2017-06-28
Andrea Stankiewicz	Cloquet, MN	2017-06-28
Danny van Huizen	Geldrop, Netherlands	2017-06-28
Colleen Biskey	Cloquet, MN	2017-06-28
Henry Lemieux	Minnesota	2017-06-28
Caylee Jones	Sawyer, MN	2017-06-28
Leticia Sarazua	Cloquet, MN	2017-06-28
Sabrina Fosness	Alborn, MN	2017-06-28
Nichole Rookey	Cloquet, MN	2017-06-28

<b>Name</b>	<b>Location</b>	<b>Date</b>
Tara Kimmel	Cloquet, MN	2017-06-28
Jen Broten	Cloquet, MN	2017-06-28
Kali O'Brien	Minneapolis, MN	2017-06-28
Skye Russo	Carlton, MN	2017-06-28
Mary Birnstihl	Cloquet, MN	2017-06-28
Megan Hibke	Duluth, MN	2017-06-28
Alana Alaspa	Cloquet, MN	2017-06-28
Darien Bottila	Cloquet, MN	2017-06-28
Thomas Getchell	Cloquet, MN	2017-06-28
Megan Harder	Carlton, MN	2017-06-28
Megan Port	Cloquet, MN	2017-06-28
Kendall Smith	Cloquet, MN	2017-06-28
Tammy Olsen	Duluth, MN	2017-06-28
Taylor Smith	Cloquet, MN	2017-06-28
Tawnya Jurek	Cukver, MN	2017-06-28
Mari Dominguez	Linden, CA	2017-06-28
heather westerberg	Minnesota	2017-06-28
Jennifer Lamphier	Wrenshall, MN	2017-06-28
Krystle Vanderwerff	Cloquet, MN	2017-06-28
Jennifer Drift	Cromwell, MN	2017-06-28
Tori Markovich	Cloquet, MN	2017-06-28
Arian Brethorst	Duluth, MN	2017-06-28

<b>Name</b>	<b>Location</b>	<b>Date</b>
Courtney Besser	Esko, MN	2017-06-28
Nicole Schultz	Minnesota	2017-06-28
Billie Edwards	Esko, MN	2017-06-28
celine duburg anchen	montevideo, Uruguay	2017-06-28
Mike Jurek	Cloquet, MN	2017-06-28
ANABELA ROCHA	Valongo, Portugal	2017-06-28
Shantae Johnson	Cloquet, MN	2017-06-28
Laurie Decker	Barnum, MN	2017-06-28
Brooke Dickison	Cloquet, MN	2017-06-28
Mia Rudeck	Esko, MN	2017-06-28
Hillary Haubner	Cloquet, MN	2017-06-28
Autumn Sawyer	Cloquet, MN	2017-06-28
Jessica Hinson	Maple Lake, MN	2017-06-28
Deserai Olson	Cloquet, MN	2017-06-28
Erika Garza	Barnum, MN	2017-06-28
Hannah Hyde	Cloquet, MN	2017-06-28
Kelly Thill	Cloquet, MN	2017-06-28
Emily Barrett	Duluth, MN	2017-06-28
Mariah Gannucci	Esko, MN	2017-06-28
Kaylan Risacher	Wright, MN	2017-06-28
Serena Ferriere	Esko, MN	2017-06-28
Isabelle Moerke	Esko, MN	2017-06-28



<b>Name</b>	<b>Location</b>	<b>Date</b>
Ari Straub	Cloquet, MN	2017-06-28
Sam Haus	Duluth, MN	2017-06-28
V Coleman	Long Beach, CA	2017-06-28
eliz bond	Sturgeon Lake, MN	2017-06-28
Cindy Haglin	Duluth, MN	2017-06-28
Katrina Ziells	Cloquet, MN	2017-06-28
Emma Rice	Esko, MN	2017-06-28
Karissa Isaacson	Cloquet, MN	2017-06-28
Brooke Bottila	Esko, MN	2017-06-28
Emma Kangas	Duluth, MN	2017-06-28
Lindsey Doty	Cloquet, MN	2017-06-28
Linda Peterson	Duluth, MN	2017-06-29
Sara Childers		2017-06-29
Chardae Wilson	Superior, WI	2017-06-29
Kendra Lewton	Cloquet, MN	2017-06-29
Carrie Romanoski	Cloquet, MN	2017-06-29
Savannah Romanoski	Cloquet, MN	2017-06-29
Casandra Crider	Carlton, MN	2017-06-29
Alyssa Clark	Carlton, MN	2017-06-29
Daniel Jones	Cloquet, MN	2017-06-29
Hailey Johnson	Duluth, MN	2017-06-29
Korin Pekarek	Trumbull, MN	2017-06-29

<b>Name</b>	<b>Location</b>	<b>Date</b>
Andrea Clark	Cloquet, MN	2017-06-29
Janette Setterquist	Cloquet, MN	2017-06-29
Rachel Johnston	Cloquet, MN	2017-06-29
Marlee Clemens	Cloquet, MN	2017-06-29
Shelly Richard	Carlton, MN	2017-06-29
Jaelisa Northrup	Duluth, MN	2017-06-29
Kassandra Shamsrouf	Los Angeles, CA	2017-06-29
Kenzie Karkkainen	Cloquet, MN	2017-06-29
Sheila Lamb	Cloquet, MN	2017-06-29
Mary Jo Seufferling	Katy, TX	2017-06-29
Kevin Myers	Duluth, MN	2017-06-29
Melissa Janke	Maple Plain, MN	2017-06-29
Kelly Villa	Duluth, MN	2017-06-29
Madison Pallin	Cloquet, MN	2017-06-29
Leanne Anderson	Cloquet, MN	2017-06-29
Shannon Pegg	Duluth, MN	2017-06-29
Amy Kitowski	Faribault, MN	2017-06-29
Margaret Roth	Cloquet, MN	2017-06-29
Matthew Crider	Carlton, MN	2017-06-29
Rebecca Wallin	Cloquet, MN	2017-06-29
Tara Johnson	Cloquet, MN	2017-06-29
krystal boohar	Olathe, MO	2017-06-29

<b>Name</b>	<b>Location</b>	<b>Date</b>
Amy Buchholz	Cloquet, MN	2017-06-29
Katherine Alber	Vicksburg, MI	2017-06-29
Karen Villeburn-Vranek	Wrenshall, MN	2017-06-29
Megan Nelson	Wrenshall, MN	2017-06-29
Taylor Hansberry	Cloquet, MN	2017-06-29
Kate Jorgenson	Cloquet, MN	2017-06-29
Bobby AtkinsAtkins	Duluth, MN	2017-06-29
Amelia Franko	Askov, MN	2017-06-29
Katie Waller	Chisholm, MN	2017-06-29
Joyce McQuiston	Cloquet, MN	2017-06-29
Nathan Rimolde	Barnum, MN	2017-06-29
Sheena Rowe	Duluth, MN	2017-06-29
Maya George	Inver Grove Heights, MN	2017-06-29
Ashley Zezulka	Cloquet, MN	2017-06-29
Tristan Louhela	Minnesota	2017-06-30
Brittany Carter	Rochester, MN	2017-06-30
Bonny Gorder	Cloquet, MN	2017-06-30
Tyler Walkowiak	Duluth, MN	2017-06-30
Dawn Varney	Olathe, KS	2017-06-30
Janet Adkins	Barnum, MN	2017-06-30
Kris Geister	Minneapolis, MN	2017-06-30
jean terp	Duluth, MN	2017-06-30

<b>Name</b>	<b>Location</b>	<b>Date</b>
Jessica Koskela	Cloquet, MN	2017-06-30
Starr Marshall	Cloquet, MN	2017-06-30
Cara Lahti	Cloquet, MN	2017-06-30
Carolyn Golen	Minnesota	2017-06-30
Kristen Goldberg	Duluth, MN	2017-06-30
Sheryl Cockrum	Wichita, KS	2017-06-30
Megan Bodin	Carlton, MN	2017-06-30
Kelli Saylor	Cloquet, MN	2017-06-30
Mark Gibson	Anchorage, AK	2017-06-30
Alyssa Harju	Cloquet, MN	2017-06-30
Lacey Clark	Carlton, MN	2017-06-30
Susan Garsow	Esko, MN	2017-06-30
Sharifah Farah Debah Syed Mohammad	Balakong, Seri Kembangan, Malaysia	2017-06-30
Diane Parkhurst	Cloquet, MN	2017-06-30
Kaitlyn Crouley	Duluth, MN	2017-06-30
Dustin Newton	Duluth, MN	2017-06-30
Jennifer Nyblom	Wrenshall, MN	2017-06-30
Lindsey Cook	Cloquet, MN	2017-06-30
Kim Angell	Cloquet, MN	2017-06-30
Chris Simmons	Cloquet, MN	2017-06-30
Patti Haus	Cloquet, MN	2017-06-30

<b>Name</b>	<b>Location</b>	<b>Date</b>
Judith Niesen	Cloquet, MN	2017-06-30
marilyn byrne graziano	torino, Italy	2017-06-30
Alainajean Golen	Duluth, MN	2017-06-30
RHONDA BAHR	Marshfield, WI	2017-06-30
Janey Mitchell	Duluth, MN	2017-06-30
andrea callahan	eden prairie, MN	2017-06-30
Kathleen Petersen	Cloquet, MN	2017-06-30
Chris Hill	Cloquet, MN	2017-06-30
Corinne Morken	Cloquet, MN	2017-06-30
Jess B	Edmonton, Canada	2017-06-30
Dominique Pangerl	Moose Lake, MN	2017-06-30
Kate Kenner	Guilford, VT	2017-06-30
karen proffit	Cloquet, MN	2017-06-30
Jessica Synkiew	Cloquet, MN	2017-06-30
Shannon Hansberry	Duluth, MN	2017-07-01
Pamela Follett	Cloquet, MN	2017-07-01
Cynthia Lira	Raleigh, NC	2017-07-01
Rebecca Mckenzie	Duluth, MN	2017-07-01
Kyrsten Wallace	Anaheim, CA	2017-07-01
Cindy Clyde	Cloquet, MN	2017-07-01
Joan How	Luton, England, UK	2017-07-01
Destiney Isaacson	Cloquet, MN	2017-07-01

<b>Name</b>	<b>Location</b>	<b>Date</b>
austin golden	Champlin, MN	2017-07-01
Rhonda McCauley	Cloquet, MN	2017-07-01
Mark Quiram	Esko, MN	2017-07-01
Kate Dust	Fort Rucker, AL	2017-07-01
Colleen Rengo-Loosen	Elmwood, MN	2017-07-01
Anja Bottila	Cloquet, MN	2017-07-01
Dione Chanslor	Cloquet, MN	2017-07-01
Lynn Gorder	Duluth, MN	2017-07-02
Jessica Kegg	Cloquet, MN	2017-07-02
Andrea Hunt	Hibbing, MN	2017-07-02
Pat Luck	Cloquet, MN	2017-07-02
Melissa Salmela	Esko, MN	2017-07-02
Jennifer Olson	Cloquet, MN	2017-07-02
Ashley Wick	Duluth, MN	2017-07-02
Haley Land	Carlton, MN	2017-07-02
Jordan Vezina	Cloquet, MN	2017-07-03
Mark Hagen	Cloquet, MN	2017-07-03
Katie Johnson	Cloquet, U.S. Outlying Islands	2017-07-04
Rhett Abrahamson	Duluth, MN	2017-07-04
Caroline Churchill	Saint Paul, MN	2017-07-05
Kristen Gill	Cloquet, MN	2017-07-07
Kate Kemi	Cloquet, MN	2017-07-07

<b>Name</b>	<b>Location</b>	<b>Date</b>
Megan Gebur	Mankato, MN	2017-07-07
Alex Sawyer	Beach, MN	2017-07-07
Amber Henriksen	Duluth, MN	2017-07-07
Mary Millard	Duluth, MN	2017-07-07
Amanda Schorr	Duluth, MN	2017-07-07
Austin Roe	Minnesota	2017-07-07
Tammy Goodale	Duluth, MN	2017-07-07
Joan Schorr	Duluth, MN	2017-07-07
Mary Schnell	Grand Rapids, MN	2017-07-07
Nichole Freer	Saginaw, MN	2017-07-08
Majjaliisa Kaarto	Superior, WI	2017-07-08
Anita Maki	Reading, PA	2017-07-09
Rosie Maki	Cloquet, MN	2017-07-09
McKenzie Rankila	Cloquet, MN	2017-07-09
Brynnda Foster	Duluth, MN	2017-07-09
Theresa Lavamaki	Cloquet, US	2017-07-11
jerry bjick	lenoir city, TN	2017-07-12
Troy Welch	Elk Grove Village, IL	2017-07-12
gloria dyer	knoxville, TN	2017-07-12
Troy Buchholz	Cloquet, MN	2017-07-15
Wendy Forster	Lamesley, England, UK	2017-07-16
paris karali	zug, Switzerland	2017-07-30

<b>Name</b>	<b>Location</b>	<b>Date</b>
Cecilia Barrett-Twiest	Two Harbors, MN	2017-07-30
Laura DeWald	Saint Paul, MN	2017-07-31
Melissa Kohout	Saint Paul, MN	2017-08-01
Blythe Thomas	Cloquet, MN	2017-08-01
Stephanie Wagner	Cloquet, MN	2017-08-01
Marjorie Johnson	Superior, WI	2017-08-01
Addy Danielson	Barnum, MN	2017-08-01
Nova Budisalovich	US	2017-08-01
Ruth Chaney	Minneapolis, MN	2017-08-01
Lori Meisner	Duluth, US	2017-08-01
Rebecca Provost	Cloquet, MN	2017-08-01
Beverly Peterson	Superior, WI	2017-08-02