



CITY OF CLOQUET

City Council Agenda
Tuesday, January 21, 2025
6:00 p.m.
City Hall Council Chambers

1. **Oath of Office**
Councilor At-Large Wilkinson
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Agenda**
 - a. Approval of January 21, 2025 Council Agenda
5. **Approval of Council Minutes**
 - a. Minutes from the January 7, 2025 Regular Council Meeting
6. **Public Comments**

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

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

 - a. Resolution No. 25-06, Authorizing the Payment of Bills and Payroll
 - b. Parks Commission Appointment - Ludwig
 - c. Resolution No. 25-09, Approving the Vacation of Anthony Avenue Lying East of Pinewood Drive and South of 1410 West Prospect Avenue
8. **Public Hearings**

None
9. **Presentations**

None



**CITY OF CLOQUET
City Council Agenda
Tuesday, January 21, 2025
6:00 p.m.
City Hall Council Chambers**

10. Council Business

- a. Discuss Ward 1 Vacancy Options
- b. Approve Police Officer Hire – Childs
- c. Resolution No. 25-07, Set Hearing Date on Final Assessments for Road and Utility Improvements on 8th Street
- d. Resolution No. 25-08, Set Hearing Date on Final Assessments for Utility Improvements Along 22nd Street
- e. Ordinance No. 515A, Amending Chapter 17 by Amending the Zoning Map of the City of Cloquet from “FR – Farm Residential” to “RC – Regional Commercial” – First Reading

11. Council Comments, Announcements, and Updates

12. Adjournment

Regular Meeting

OATH OF OFFICE

City Administrator Peterson administered the Oath of Office to re-elected Ward 3 Councilor Iris Keller, Ward 4 Councilor Kerry Kolodge and Ward 5 Councilor Elizabeth Jaakola.

Roll Call

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

Councilors Absent: Carlson, Wilkinson

Pledge of Allegiance

AGENDA

MOTION: Councilor Lamb moved and Councilor Jaakola seconded the motion to approve the January 7, 2025 agenda as presented. The motion carried unanimously (5-0).

MINUTES

MOTION: Councilor Kolodge moved and Councilor Lamb seconded the motion to approve the Regular Meeting Minutes of the December 17, 2024 meeting as presented. The motion carried unanimously (5-0).

PUBLIC COMMENTS

There were none.

CONSENT AGENDA

MOTION: Councilor Lamb moved and Councilor Keller Jaakola seconded the motion to adopt the Consent Agenda of January 7, 2025, approving the necessary motions and resolutions. The motion carried unanimously (5-0).

- a. Resolution No. 25-01, Authorizing the Payment of Bills and Payroll
- b. Resolution No. 25-02, Authorizing the Designation of Depositories for 2025

PUBLIC HEARINGS

There were none.

PRESENTATIONS

Representative Jeff Dotseth was present to give a brief overview of his priorities for the upcoming legislative session. Dotseth's priorities include addressing housing and broadband in greater Minnesota, government fraud, reducing unpaid mandates and giving more control to local governments, supporting infrastructure, and bringing additional funding to the region through growth of the community and tax base.

Councilor Lamb's concerns and priorities for the upcoming legislation session include finding ways for Seniors to stay in their homes, support for the Cloquet Area Fire District, low income and Senior financial support for housing repairs, and addressing cyber harassment.

Mayor Maki commented he hopes the legislative session will not fall into a gridlock situation with the make up being almost split between Republican and Democrats.

Councilor Kolodge stated he would like to see more funding help with city streets and infrastructure.

Councilor Jaakola's priorities include funding for state mandates, financial assistance for families caring for aging family members, housing for aging, environmental stewardship, and healthcare.

COUNCIL REPRESENTATION ON VARIOUS BOARDS/COMMITTEES

2025 Council representation on the various boards and committees are as follows:

- EDA – Councilors Wilkinsons and Jaakola
- Library Board Liaison – Councilor Lamb
- Park Commission Liaison – Councilor Kolodge
- CAFD – Councilors Carlson and Lamb
- ARDS – Mayor Maki
- Economic Development Partnership – Mayor Maki

APPROVING LRIP GRANT TERMS AND CONDITIONS

MOTION: Councilor Kolodge moved and Councilor Jaakola seconded the motion to adopt **RESOLUTION NO. 25-03, A RESOLUTION APPROVING LOCAL ROAD IMPROVEMENT PROGRAM GRANT TERMS AND CONDITIONS SAP 112-129-001.** The motion carried unanimously (5-0).

WHEREAS, The City of Cloquet has applied to the Commissioner of Transportation for a grant from the Local Road Improvement Fund; and

WHEREAS, The Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, The amount of the grant has been determined to be \$ **1,383,906.86** by reason of the lowest responsible bid;

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, and will pay any additional

amount by which the cost exceeds the estimate, and will return to the Local Road Improvement Fund any amount appropriated for the project but not required. Caleb Peterson, Public Works Director, is authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

AWARDING 2025 RECONSTRUCTION OF ARMORY ROAD

MOTION: Councilor Lamb moved and Councilor Keller seconded the motion to approve adopt **RESOLUTION NO. 25-04, AWARDING 2025 RECONSTRUCTION OF ARMORY ROAD.** The motion carried unanimously (5-0).

WHEREAS, A resolution of the Council adopted on October 15, 2024, ordered the project for construction.

WHEREAS, The City of Cloquet advertised and received the following bids for the project:

	Bidder	Total Bid
1	Ulland Brothers, Inc	\$1,729,200.00
2	Northland Constructors of Duluth	\$2,166,200.00
3	Veit & Company, Inc.	\$2,314,826.58
4	Utility Systems of America, Inc.	\$2,449,595.75
	Engineers Estimate	\$1,825,553.50

AND WHEREAS, The apparent low bid from Ulland Brothers Inc. of Cloquet, MN is found to meet the minimum bid requirements.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, That the bid from Ulland Brothers Inc. in the amount of \$1,729,200.00 is hereby accepted.

REJECT TEST WELL BIDS

MOTION: Councilor Keller moved and Councilor Kolodge seconded the motion to adopt **RESOLUTION NO. 25-05, RESOLUTION REJECTING ALL BIDS FOR POTABLE WATER TEST WELLS.** The motion carried unanimously (5-0).

WHEREAS, The City of Cloquet received a \$407,500 grant from the State of Minnesota to drill and sample ten potable water test wells;

AND WHEREAS, The City of Cloquet advertised and received the following bids for the project:

	Bidder	Total Bid
1.	Steffl Drilling and Pump	\$1,349,110.00
	Engineers Estimate	\$250,000.00

AND WHEREAS, The apparent low bid from Steffl Drilling and Pump of Willmar, MN greatly exceeds the project budget;

AND WHEREAS, The City reserved the right to reject any and all Bids as part of the solicitation.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, That all bids for Potable Water Test Wells received as part of the December 19, 2024, solicitation are hereby rejected;

BE IT FURTHER RESOLVED, That the City Engineer is directed to coordinate with the consultant engineer and perspective bidders to determine if rebidding of the project is feasible at this time.

AUTHORIZE ZAMBONI PURCHASE

MOTION: Councilor Keller moved and Councilor Kolodge seconded the motion to approve the purchase of a 1993 Zamboni from Hudson Ice Arena for the total amount of \$28,000. The motion passed unanimously (5-0).

COUNCIL COMMENTS, ANNOUNCEMENTS, AND UPDATES

Peterson reviewed the schedule for Hockey Day Cloquet with games starting January 8th. Mayor Maki will do the honorary puck drop for the varsity girls' game.

ADJOURNMENT

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

Tim Peterson, City Administrator



ADMINISTRATIVE OFFICES

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

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Ann Michaud, Assistant Finance Director
Reviewed by: Tim Peterson, City Administrator *TL*
Date: January 21, 2025

ITEM DESCRIPTION: Payment of Bills

Proposed Action

Staff recommends the Council move to adopt **RESOLUTION NO. 25-06, 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. 25-06

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	\$	120,017.55
215	TIF #5-1 - Trails Edge		47,307.22
221	TIF #2-2 - 14th Street Apartments		37,475.73
222	TIF #2-1 - Oakwood Estates		28,053.14
223	TIF #4-1 - Patio Homes		20,009.01
231	Public Works Reserve		44,500.00
370	Swim Pond Bonds		96,681.25
372	City Sales Tax Bonds		469,907.50
374	Facilities Bonds		79,320.00
403	Capital Projects - Revolving		89.00
600	Water - Lake Superior Waterline		201,504.79
601	Water - In Town System		336,814.18
602	Sewer Fund		31,854.34
605	Stormwater Fund		24,791.34
614	Cable Television		49.90
701	Employee Severance		168.88
	TOTAL:	\$	<u>1,538,543.83</u>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET
THIS 21ST DAY OF JANUARY, 2025.**

ATTEST:

Roger Maki, Mayor

Tim Peterson, City Administrator

DATE: 01/16/2025
TIME: 11:17:06
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
110100	CASSANDRA NESGODA	0.00	80.00
111350	LEXISNEXIS RISK DATA MNGMT INC	0.00	200.00
120700	ARROWHEAD REGIONAL	0.00	75.00
121000	ARROWHEAD SPRINGS INC	0.00	111.50
121210	ASCENDANCE TRUCKS, LLC	182.62	112.86
122000	A T & T MOBILITY	0.00	1,354.20
122958	AUTO ZONE, INC.	0.00	249.27
123900	BAT 34, INC	0.00	99.99
125700	BEST OIL COMPANY	14,629.10	672.86
126850	BLAINE BROTHERS, INC	0.00	1,274.49
132380	CAMPION, BARROW & ASSOCIATES	0.00	465.00
133300	CARLTON COUNTY ABSTRACT	0.00	62.11
134800	CARLTON COUNTY TREASURER	0.00	10.00
135710	CAYWOOD OIL & PROPANE, LLC	209.08	119.65
137310	CENTURY LINK	236.86	237.25
139025	CINTAS	134.11	164.45
139030	CINTAS CORPORATION	1,686.30	1,020.82
139650	CLOQUET ACQUISITIONS LLC	0.00	13,465.89
142800	CLOQUET SANITARY SERVICE	0.00	2,344.67
142925	CLOQUET SERVICE CENTER	120.18	474.01
145300	COMMUNITY PRINTING	0.00	954.00
145500	COMPENSATION CONSULTANTS, LTD	250.00	270.00
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	3,254.30
152550	DECAIGNY EXCAVATING INC	0.00	4,032.00
152775	DELTA DENTAL OF MINNESOTA	949.67	949.67
153800	DIGGERS HOTLINE, INC.	0.00	1.60
156400	CITY OF DULUTH COMFORT SYSTEMS	0.00	179.81
158950	DYNAMIC HOMES LLC	0.00	9,004.06
159530	210 CRUSHING INC	0.00	275.00
160600	EHLERS & ASSOCIATES, INC.	0.00	3,800.00
162640	ENVENTIS TELECOM INC	0.00	49.90
165375	FERGUSON WATERWORKS #2516	855.13	1,810.21
166625	FIRST AID CORP	0.00	336.44
169180	FORCE AMERICA DISTRIBUTING LLC	20.00	143.70
169950	14TH III, LLC	0.00	20,262.27
171100	FRYBERGER, BUCHANAN, SMITH &	177.50	2,255.00
175200	GOPHER STATE ONE CALL INC	0.00	43.20
175700	GRAINGER	141.32	917.82
178500	GUARDIAN PEST SOLUTIONS INC	57.00	57.00
184350	HUDSON HOCKEY ASSOCIATION INC	0.00	28,000.00
186500	INDEPENDENT SCHOOL DISTRICT 94	0.00	40,146.67
188000	INNOVATIVE OFFICE SOLUTIONS	86.70	493.71
197300	KRAEMER CONSTRUCTION INC	0.00	1,625.00
197775	KWIK TRIP INC	0.00	81.90

DATE: 01/16/2025
TIME: 11:17:06
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
197800	L & M FLEET SUPPLY INC.	0.00	1,958.87
202300	LEAGUE OF MN CITIES	0.00	15,070.00
204400	LINCOLN NATIONAL LIFE	0.00	1,819.70
205050	LOFFLER COMPANIES INC	17.58	115.40
206800	MACQUEEN EQUIPMENT INC	0.00	132.09
210450	MEDIACOM LLC.	0.00	475.70
211400	MENARDS INC	984.72	917.08
211500	MERCURY INVESTMENT CO.	0.00	9,004.05
212400	MICHAUD DIST INC	102.46	33.72
218400	MN CHIEFS OF POLICE ASSOC	0.00	65.00
219067	MN DEPT OF ADMINISTRATION	83.84	16,500.00
219350	MN DNR ECO-WATERS	0.00	120.00
220900	MN DEPT PUBLIC SAFETY	0.00	500.00
229500	NAPA AUTO PARTS	0.00	575.53
234850	NORTHERN DOOR & HARDWARE INC	0.00	584.00
238925	OAKWOOD ESTATES LLC	0.00	25,247.83
239300	OFFICE OF MNIT SERVICES	0.00	38.20
241950	PACE ANALYTICAL SERVICES INC	480.00	515.00
242850	PARSONS ELECTRIC LLC	0.00	7,664.73
243530	PER MAR SECURITY SERVICES	0.00	1,239.36
244300	BRENT BELICH	0.00	207.50
244975	PINE KNOT LLC	17,515.76	975.38
245575	PJ'S LUCKY SEVEN GENERAL STORE	0.00	19.98
248675	PROMOTING ME LLC	0.00	7,500.00
251100	R & R SPECIALTIES OF WISCONSIN	0.00	184.10
251220	RADARSIGN LLC	0.00	3,885.00
251500	COMMUNITY MEMORIAL HOSPITAL	0.00	1,043.00
259450	SAFEASSURE CONSULTANTS INC	0.00	7,578.92
259900	SAMBATEK, INC	0.00	6,542.50
260300	CITY OF SCANLON	0.00	22.08
260500	SCHINDLER ELEVATOR CORPORATION	0.00	969.72
262875	SHAMROCK LANDFILL INC	0.00	178.37
268790	STOCK TIRE AND REPAIR COMPANY	729.00	1,181.90
269300	STREICHER'S	0.00	74.98
272700	DURC SPROUSE	105.00	149.63
276005	TOSHIBA FINANCIAL SERVICES	0.00	280.04
276480	TRAILS EDGE LLC	0.00	42,576.50
278600	TWIN PORT MAILING	3,880.69	635.54
279100	U S BANK EQUIPMENT FINANCE	559.44	128.08
283700	HD SUPPLY, INC	197.39	2,187.15
284580	VC3	19,118.75	175.00
286525	VOLUNTEER FIREFIGHTERS'	0.00	230.00
286975	MARS SUPPLY	0.00	55.75
289015	WELLS FARGO CREDIT CARD	0.00	2,718.58

DATE: 01/16/2025
TIME: 11:17:06
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS	AMOUNT DUE
		FISCAL YEAR	
291500	WOODLANDS NATIONAL BANK	0.00	119,183.55
293700	ZIEGLER INC	0.00	434.06
R0001463	ZOLL MEDICAL CORPORATION	0.00	1,635.52
R0002321	ELAN FINANCIAL SERVICES	0.00	5,153.96
R0002485	ECP SERVICES, LLC	0.00	8,567.89
R0002526	MN OFFICE OF EMS	0.00	200.00
TOTAL ALL VENDORS:			438,788.22

City of Cloquet
Vendor Summary Report Reconciliation
Invoices Due On/Before 1/21/25

Total	438,788.22
Less:	
Library	(582.79)
Cloquet Area Fire District	(149,032.59)
Total City Bills	<u>289,172.84</u>
Less:	
Payroll benefits	(780.79)
Plus:	
Credit Card/PSN Fees	2,996.91
Sales & Use Tax	1,728.09
MN Energy Auto Pay	3,106.77
MN Power Auto Pay	243,836.95
Bond Payments	997,958.75
Verizon Auto Pay	524.31
Total Bills	<u><u>1,538,543.83</u></u>

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00			
152775	DELTA DENTAL OF MINNESOTA	949.67	780.79
			780.79
32	LICENSES & PERMITS		
260300	CITY OF SCANLON		22.08
	LICENSES & PERMITS		22.08
39	OTHER FINANCING SOURCES		
139650	CLOQUET ACQUISITIONS LLC		-1,496.21
158950	DYNAMIC HOMES LLC		-1,000.45
169950	14TH III, LLC		-2,251.36
211500	MERCURY INVESTMENT CO.		-1,000.45
238925	OAKWOOD ESTATES LLC		-2,805.31
276480	TRAILS EDGE LLC		-4,730.72
	OTHER FINANCING SOURCES		-13,284.50
41	GENERAL GOVERNMENT		
139030	CINTAS CORPORATION	1,686.30	34.58
142800	CLOQUET SANITARY SERVICE		118.75
145300	COMMUNITY PRINTING		107.15
145500	COMPENSATION CONSULTANTS, LTD	250.00	195.00
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	456.49
171100	FRYBERGER, BUCHANAN, SMITH &	177.50	2,200.00
188000	INNOVATIVE OFFICE SOLUTIONS	86.70	244.29
202300	LEAGUE OF MN CITIES		13,945.00
211400	MENARDS INC	984.72	198.98
212400	MICHAUD DIST INC	102.46	5.62
244975	PINE KNOT LLC	17,515.76	771.37
259450	SAFEASSURE CONSULTANTS INC		1,894.72
278600	TWIN PORT MAILING	3,880.69	247.17
289015	WELLS FARGO CREDIT CARD		1,486.04
	GENERAL GOVERNMENT		21,905.16

DATE: 01/16/25
TIME: 11:17:51
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
42	PUBLIC SAFETY		
110100	CASSANDRA NESGODA		80.00
111350	LEXISNEXIS RISK DATA MNGMT INC		200.00
122000	A T & T MOBILITY		1,354.20
132380	CAMPION, BARROW & ASSOCIATES		465.00
139030	CINTAS CORPORATION	1,686.30	56.02
142800	CLOQUET SANITARY SERVICE		118.75
142925	CLOQUET SERVICE CENTER	120.18	474.01
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	825.22
159530	210 CRUSHING INC		275.00
197775	KWIK TRIP INC		81.90
197800	L & M FLEET SUPPLY INC.		8.98
211400	MENARDS INC	984.72	78.60
212400	MICHAUD DIST INC	102.46	28.10
218400	MN CHIEFS OF POLICE ASSOC		65.00
239300	OFFICE OF MNIT SERVICES		38.20
245575	PJ'S LUCKY SEVEN GENERAL STORE		19.98
251500	COMMUNITY MEMORIAL HOSPITAL		1,043.00
269300	STREICHER'S		74.98
278600	TWIN PORT MAILING	3,880.69	70.62
289015	WELLS FARGO CREDIT CARD		870.96
	PUBLIC SAFETY		6,228.52
43	PUBLIC WORKS		
121000	ARROWHEAD SPRINGS INC		75.50
121210	ASCENDANCE TRUCKS, LLC	182.62	112.86
122958	AUTO ZONE, INC.		249.27
134800	CARLTON COUNTY TREASURER		10.00
139025	CINTAS	134.11	54.78
139030	CINTAS CORPORATION	1,686.30	76.13
142800	CLOQUET SANITARY SERVICE		131.90
145300	COMMUNITY PRINTING		42.86
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	262.54
166625	FIRST AID CORP		198.22
169180	FORCE AMERICA DISTRIBUTING LLC	20.00	143.70
175200	GOPHER STATE ONE CALL INC		21.60
188000	INNOVATIVE OFFICE SOLUTIONS	86.70	249.42
197800	L & M FLEET SUPPLY INC.		695.60
205050	LOFFLER COMPANIES INC	17.58	23.08
229500	NAPA AUTO PARTS		383.71
242850	PARSONS ELECTRIC LLC		7,664.73
251220	RADARSIGN LLC		3,885.00

DATE: 01/16/25
TIME: 11:17:52
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
43	PUBLIC WORKS		
259450	SAFEASSURE CONSULTANTS INC		2,639.09
262875	SHAMROCK LANDFILL INC		178.37
278600	TWIN PORT MAILING	3,880.69	70.62
279100	U S BANK EQUIPMENT FINANCE	559.44	42.69
289015	WELLS FARGO CREDIT CARD		11.58
293700	ZIEGLER INC		434.06
	PUBLIC WORKS		17,657.31
45	CULTURE AND RECREATION		
125700	BEST OIL COMPANY	14,629.10	672.86
135710	CAYWOOD OIL & PROPANE, LLC	209.08	119.65
137310	CENTURY LINK	236.86	141.00
139030	CINTAS CORPORATION	1,686.30	801.52
142800	CLOQUET SANITARY SERVICE		1,681.86
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	465.41
175700	GRAINGER	141.32	783.57
178500	GUARDIAN PEST SOLUTIONS INC	57.00	57.00
186500	INDEPENDENT SCHOOL DISTRICT 94		40,146.67
197800	L & M FLEET SUPPLY INC.		883.18
219350	MN DNR ECO-WATERS		120.00
220900	MN DEPT PUBLIC SAFETY		100.00
229500	NAPA AUTO PARTS		157.03
234850	NORTHERN DOOR & HARDWARE INC		584.00
243530	PER MAR SECURITY SERVICES		1,239.36
251100	R & R SPECIALTIES OF WISCONSIN		184.10
259450	SAFEASSURE CONSULTANTS INC		406.01
260500	SCHINDLER ELEVATOR CORPORATION		969.72
272700	DURC SPROUSE	105.00	149.63
	CULTURE AND RECREATION		49,662.57
46	COMMUNITY DEVELOPMENT		
145300	COMMUNITY PRINTING		71.43
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	65.21
278600	TWIN PORT MAILING	3,880.69	35.31
	COMMUNITY DEVELOPMENT		171.95

DATE: 01/16/25
TIME: 11:17:52
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

LIBRARY FUND			
45	CULTURE AND RECREATION		
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	582.79
	CULTURE AND RECREATION		582.79
TIF #5-1 TRAILS EDGE			
70	TAX INCREMENT DISTRICT		
276480	TRAILS EDGE LLC		42,576.50
	TAX INCREMENT DISTRICT		42,576.50
98 OTHER FINANCING USES			
276480	TRAILS EDGE LLC		4,730.72
	OTHER FINANCING USES		4,730.72
TIF#2-2 14TH STREET APARTMENTS			
70	TAX INCREMENT DISTRICT		
139650	CLOQUET ACQUISITIONS LLC		13,465.89
169950	14TH III, LLC		20,262.27
	TAX INCREMENT DISTRICT		33,728.16
98 OTHER FINANCING USES			
139650	CLOQUET ACQUISITIONS LLC		1,496.21
169950	14TH III, LLC		2,251.36
	OTHER FINANCING USES		3,747.57
TIF #2-1 - OAKWOOD ESTATES			
70	TAX INCREMENT DISTRICT		
238925	OAKWOOD ESTATES LLC		25,247.83
	TAX INCREMENT DISTRICT		25,247.83

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

TIF #2-1 -	OAKWOOD ESTATES		
98	OTHER FINANCING USES		
238925	OAKWOOD ESTATES LLC		2,805.31
	OTHER FINANCING USES		2,805.31
TIF #4-1	PATIO HOMES		
70	TAX INCREMENT DISTRICT		
158950	DYNAMIC HOMES LLC		9,004.06
211500	MERCURY INVESTMENT CO.		9,004.05
	TAX INCREMENT DISTRICT		18,008.11
98	OTHER FINANCING USES		
158950	DYNAMIC HOMES LLC		1,000.45
211500	MERCURY INVESTMENT CO.		1,000.45
	OTHER FINANCING USES		2,000.90
PUBLIC WORKS	RESERVE		
42	PUBLIC SAFETY		
219067	MN DEPT OF ADMINISTRATION	83.84	16,500.00
	PUBLIC SAFETY		16,500.00
45	CULTURE AND RECREATION		
184350	HUDSON HOCKEY ASSOCIATION INC		28,000.00
	CULTURE AND RECREATION		28,000.00
CITY SALES	TAX BONDS		
60	DEBT SERVICE		
160600	EHLERS & ASSOCIATES, INC.		3,800.00
	DEBT SERVICE		3,800.00

DATE: 01/16/25
TIME: 11:17:52
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CAPITAL PROJECTS - REVOLVING			
81	SPECIAL PROJECTS		
171100	FRYBERGER, BUCHANAN, SMITH &	177.50	55.00
244975	PINE KNOT LLC	17,515.76	34.00
	SPECIAL PROJECTS		89.00
WATER - LAKE SUPERIOR WATERLIN			
50	STATION 1		
197300	KRAEMER CONSTRUCTION INC		1,625.00
211400	MENARDS INC	984.72	639.50
283700	HD SUPPLY, INC	197.39	276.00
	STATION 1		2,540.50
51	STATION 2		
121000	ARROWHEAD SPRINGS INC		36.00
123900	BAT 34, INC		99.99
137310	CENTURY LINK	236.86	96.25
139025	CINTAS	134.11	54.90
139030	CINTAS CORPORATION	1,686.30	19.80
220900	MN DEPT PUBLIC SAFETY		100.00
	STATION 2		406.94
52	LAKE SUPERIOR WATERLINE		
139030	CINTAS CORPORATION	1,686.30	3.90
153800	DIGGERS HOTLINE, INC.		1.60
197800	L & M FLEET SUPPLY INC.		67.26
	LAKE SUPERIOR WATERLINE		72.76
57	ADMINISTRATION		
156400	CITY OF DULUTH COMFORT SYSTEMS		179.81
205050	LOFFLER COMPANIES INC	17.58	23.08
259450	SAFEASSURE CONSULTANTS INC		1,421.05
	ADMINISTRATION		1,623.94

DATE: 01/16/25
TIME: 11:17:52
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CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER - IN TOWN SYSTEM			
00			
133300	CARLTON COUNTY ABSTRACT		62.11
			62.11
49	CLOQUET		
139025	CINTAS	134.11	32.87
139030	CINTAS CORPORATION	1,686.30	10.88
152550	DECAIGNY EXCAVATING INC		4,032.00
165375	FERGUSON WATERWORKS #2516	855.13	1,810.21
166625	FIRST AID CORP		82.93
175700	GRAINGER	141.32	134.25
197800	L & M FLEET SUPPLY INC.		236.59
220900	MN DEPT PUBLIC SAFETY		300.00
229500	NAPA AUTO PARTS		34.79
241950	PACE ANALYTICAL SERVICES INC	480.00	515.00
244975	PINE KNOT LLC	17,515.76	89.25
259900	SAMBATEK, INC		6,542.50
283700	HD SUPPLY, INC	197.39	1,911.15
289015	WELLS FARGO CREDIT CARD		350.00
	CLOQUET		16,082.42
54	BILLING & COLLECTION		
145300	COMMUNITY PRINTING		42.86
278600	TWIN PORT MAILING	3,880.69	70.62
	BILLING & COLLECTION		113.48
57	ADMINISTRATION & GENERAL		
142800	CLOQUET SANITARY SERVICE		43.96
145300	COMMUNITY PRINTING		42.86
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	413.37
175200	GOPHER STATE ONE CALL INC		12.96
205050	LOFFLER COMPANIES INC	17.58	23.08
259450	SAFEASSURE CONSULTANTS INC		609.02
278600	TWIN PORT MAILING	3,880.69	70.62
279100	U S BANK EQUIPMENT FINANCE	559.44	42.69
	ADMINISTRATION & GENERAL		1,258.56

DATE: 01/16/25
TIME: 11:17:52
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ENTERPRISE FUND - SEWER			
55	SANITARY SEWER		
139025	CINTAS	134.11	21.90
139030	CINTAS CORPORATION	1,686.30	17.99
166625	FIRST AID CORP		55.29
197800	L & M FLEET SUPPLY INC.		67.26
	SANITARY SEWER		162.44
57	ADMINISTRATION & GENERAL		
142800	CLOQUET SANITARY SERVICE		43.95
145300	COMMUNITY PRINTING		42.84
147050	CONSOLIDATED TELEPHONE COMPANY	3,254.30	183.27
175200	GOPHER STATE ONE CALL INC		8.64
205050	LOFFLER COMPANIES INC	17.58	23.08
259450	SAFEASSURE CONSULTANTS INC		609.03
278600	TWIN PORT MAILING	3,880.69	70.58
279100	U S BANK EQUIPMENT FINANCE	559.44	42.70
	ADMINISTRATION & GENERAL		1,024.09
STORM WATER UTILITY			
57	ADMINISTRATION & GENERAL		
202300	LEAGUE OF MN CITIES		1,125.00
205050	LOFFLER COMPANIES INC	17.58	23.08
244975	PINE KNOT LLC	17,515.76	80.76
	ADMINISTRATION & GENERAL		1,228.84
CABLE TELEVISION			
45	CULTURE AND RECREATION		
162640	ENVENTIS TELECOM INC		49.90
	CULTURE AND RECREATION		49.90
EMPLOYEE SEVERANCE			
45	EMPLOYEE VACATION & SICK		
152775	DELTA DENTAL OF MINNESOTA	949.67	168.88
	EMPLOYEE VACATION & SICK		168.88

DATE: 01/16/25
TIME: 11:17:52
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/21/2025

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CLOQUET AREA FIRE DISTRICT			
00			
204400	LINCOLN NATIONAL LIFE		1,819.70
			1,819.70
42	PUBLIC SAFETY		
120700	ARROWHEAD REGIONAL		75.00
126850	BLAINE BROTHERS, INC		1,274.49
142800	CLOQUET SANITARY SERVICE		205.50
145300	COMMUNITY PRINTING		604.00
145500	COMPENSATION CONSULTANTS, LTD	250.00	75.00
206800	MACQUEEN EQUIPMENT INC		132.09
210450	MEDIACOM LLC.		475.70
244300	BRENT BELICH		207.50
248675	PROMOTING ME LLC		7,500.00
268790	STOCK TIRE AND REPAIR COMPANY	729.00	1,181.90
276005	TOSHIBA FINANCIAL SERVICES		280.04
284580	VC3	19,118.75	175.00
286525	VOLUNTEER FIREFIGHTERS'		230.00
286975	MARS SUPPLY		55.75
R0001463	ZOLL MEDICAL CORPORATION		1,635.52
R0002321	ELAN FINANCIAL SERVICES		5,153.96
R0002485	ECP SERVICES, LLC		8,567.89
R0002526	MN OFFICE OF EMS		200.00
PUBLIC SAFETY			28,029.34
60	DEBT SERVICE		
291500	WOODLANDS NATIONAL BANK		119,183.55
DEBT SERVICE			119,183.55
TOTAL ALL DEPARTMENTS			438,788.22



ADMINISTRATIVE OFFICES

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

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Tim Peterson, City Administrator *TCF*
Date: January 21, 2025

ITEM DESCRIPTION: Consideration of Appointment to Parks Commission

Proposed Action

The City Council is asked to consider the appointment of Erica Ludwig to the Parks Commission for a three-year term expiring December 31, 2027.

Background/Overview

City Code requires the Mayor to appoint members to the various City Boards and Commissions with the approval of City Council. The City has been actively advertising for interested residents to serve on various boards and commissions, including the Parks Commission, of which Ms. Ludwig has submitted her application of interest to serve.

Policy Objectives

The Council can delegate certain functions to appointed administrative Boards and Commissions. Certain Commissions are established per Minnesota Statutes and others serve, such as the Parks Commission, at the direction of the City Council.

Financial/Budget/Grant Considerations

None.

Advisory Committee/Commission Action

None.

Supporting Documentation Attached

- Application

**ADMINISTRATIVE OFFICES**

101-14th Street, Cloquet MN 55720
Phone: 218-879-3347 Fax: 218-879-6555
www.cloquetmn.gov
email: kstarnold@cloquetmn.gov

Application for Appointment to Advisory Boards and Commissions

Name: Erica Ludwig		Date: 1/15/25	
Address [REDACTED]			
Email: erica.ludwig@cancer.org			
Home Phone: See cell	Work Phone: See cell	Cell Phone: [REDACTED]	
How long have you lived in Cloquet? 10 years	Years/Months: 10/6	Which Ward? 4	
What Cloquet community activities have you been involved in? Nothing yet - looking to get more involved			
Please describe any previous experience you have which is similar to serving on a volunteer Advisory Board/Commission. I was on the MNCPA - Duluth Chapter board for four years. As part of that, we acted as liaisons between our members and the larger MNCPA organization and hosted several community events including student networking events and a golf outing. I also served on the Askov Fair Board for several years.			
Do you have a preferred Board/Commission that you are interested in serving on?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, fill in the name of Board/Commission: Parks Commission			
Would you consider an alternate appointment?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If yes, which one?			
Please describe any schedule conflicts with the regular meeting schedules for the Board/Commissions i.e., routine travel, work schedules and the like. No conflicts			
Why do you wish to be on a Board/Commission? Serving on this commission would allow me to give back to my community. Additionally, as a parent of two children that frequently use the parks, I have a vested interest in ensuring their success and vitality. I also regularly enjoy the parks for running and other outdoor activities and am deeply invested in their upkeep and development. I want to help make these spaces more accessible and enjoyable for everyone.			
Please describe any other relevant information you would like us to know. My employment background in the non-profit industry will provide valuable skills and insights that I can bring to the role.			

*** Attach Additional Sheets, if necessary ***



COMMUNITY DEVELOPMENT DEPARTMENT

101 14th Street • Cloquet MN 55720

Phone: 218-879-2507 • Fax: 218-879-6555

www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: John Kelley, City Planner/Zoning Administrator
Reviewed/Approved By: Tim Peterson, City Administrator *TP*
Date: January 21, 2025

ITEM DESCRIPTION: Zoning Case 24-21: Street Vacation – Vacating Anthony Avenue Lying East of Pinewood Drive and South of 1410 West Prospect Avenue

Proposed Action

The Planning Commission recommends the City Council move to adopt **RESOLUTION NO. 25-09, A RESOLUTION APPROVING THE VACATION OF ANTHONY AVENUE LYING EAST OF PINEWOOD DRIVE AND SOUTH OF 1410 WEST PROSPECT AVENUE.**

Background/Overview

Ryan & Zach, LLC, is proposing to vacate Anthony Avenue lying east of Pinewood Drive and south of 1410 West Prospect Avenue. This is being requested since Anthony Avenue was platted with the Lagenbrunner in 1964 and has never been constructed. There are no utilities within this right-of-way.

A legal notice was published in the Pine Knot on November 22, 2024 and effected property owners were sent notices of the public hearing. The December 10, 2024 regular meeting was cancelled due to a lack of a quorum and the public hearing continued to the January 14, 2025 Planning Commission meeting.

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 for determining if a street should be vacated. The platted street is not improved and there are no city utilities within the right of way. It is really up to a commonsense approach as to whether there is currently or will be in the future a need for the street that is being vacated.

Financial/Budget/Grant Considerations

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

Advisory Committee/Commission Action

The Planning Commission, after hearing from nobody except the applicant, discussed the request further. The Planning Commission has recommended approval of the Vacation on a 3 – 0 vote.

Supporting Documentation Attached

- Resolution 25-09
- Location Map
- Copy of Plat

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

RESOLUTION NO. 25-09

**A RESOLUTION APPROVING THE VACATION OF ANTHONY AVENUE LYING EAST OF
PINWOOD DRIVE AND SOUTH OF 1410 WEST PROSPECT AVENUE**

WHEREAS, Ryan & Zach, LLC is proposing to vacate Anthony Avenue lying east of Pinewood Drive and south of 1410 West Prospect Avenue; and

WHEREAS, As required by ordinance, notification was advertised in the Pine Knot and effected property owners have been notified. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on January 14, 2025, at which time Zoning Case / Development Review No. 24-21 was heard and discussed; and

WHEREAS, the property of the proposed Vacation is located south of 1410 West Prospect Avenue and is legally described as follows:

All of Anthony Avenue which is adjacent to Lots 2 thru 5, Block 1 and Lots 1 thru 4, Block 2 and lying northerly of the easterly extension of the north line of Lot 1, Block 2, all in the plat of LANGENBRUNNER, Carlton County, Minnesota. And,

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

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, that it approves of Zoning Case 24-21 for a vacation of Anthony Avenue lying east of Pinewood Drive and south of 1410 West Prospect Avenue.

PASSED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21st DAY OF JANUARY 2025.

Roger Maki, Mayor

ATTEST:

Tim Peterson, City Administrator

Ryan & Zach LLC



NO SCALE



CLOQUET POLICE DEPARTMENT

Derek W. Randall
Chief of Police

101 14th STREET
CLOQUET, MINNESOTA 55720-1799
records@cloquetmn.gov

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

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Derek Randall, Chief of Police
Reviewed By: Tim Peterson, City Administrator *TRP*
Date: January 21, 2025

Item Description: Authorization for Appointment of a Police Officer

Proposed Action

Staff recommends that the City Council approve the probationary appointment of Marcus Childs to the position of Police Officer.

Background/Overview

The 2025 budget includes approved funding for 24 sworn police officers who provide services to the cities of Cloquet, Scanlon, and a portion of the Fond du Lac Indian Reservation. These staffing levels are consistent with the 2014 Law Enforcement Analysis of the Cloquet Police Department by the Upper Midwest Community Policing Institute, in conjunction with the Minnesota Chiefs of Police Association's identified best practices and optimum staffing levels to provide and manage police services. The latest Novak Consulting firm's 2019 assessment of the Police Department also supports this staffing number.

Currently, the active department staff consists of 19 sworn officers out of the established 24. We have two commanders, four patrol sergeants, two full-time detectives, one School Resource Officer, and nine patrol officers.

The shortage of sworn personnel can create challenges in the department regarding appropriate staffing levels, budgetary issues related to shift-replacement over time, and the availability of staff to keep up with administrative duties.

In late 2024, we began the hiring process. The process included a pre-screening questionnaire and an oral interview with our panel, which included our Citizen's Advisory Board. After those steps, the background investigation, physical exam, psychological exam, and fitness test process were conducted on the top candidates.

Mr. Childs has completed the required medical and psychological assessment and is recommended for employment.

After hiring, all new officers must complete three months of field training and have a one-year probationary period.

To Mayor and Council
Police Officer Hire – Childs
January 21, 2025
Page 2

Candidate Background/Bio

Marcus Childs is from Duluth, Minnesota. After high school, he attended Fond du Lac Tribal and Community College for Law Enforcement. He has been a police officer for the Fond du Lac Reservation Police Department for a little over two years. Marcus said working as an officer has been a lifelong goal, and he enjoys it immensely.

When he's not on duty, Marcus enjoys fishing, spending time with his dog, and being a passionate hockey fan.

After purchasing his first home in Cloquet, he is eager to work and expand his life in the city. In the future, Marcus aspires to build upon his peace officer career with the Cloquet Police Department.

Police Objectives

The hiring of this position is consistent with the City Council's previous actions. Maintaining adequate staffing levels will allow the Police Department to continue providing excellent service to our community.

Financial/Budget/Grant Considerations

The City has no other financial implications, as the positions are included in the 2025 budget.

Advisory Committee/Commission Action

The Police Citizen Advisory Board assisted the administration with creating the current eligibility list.

Supporting Documentation Attached

- Police Officer job description



City of Cloquet Job Description

POSITION: Police Officer
DEPARTMENT: Police
REPORTS TO: Patrol Sergeant

SUMMARY

Responsible for the preservation of law and order, the protection of life and property, the prevention and detection of crime, the provision of emergency services and the enforcement of laws and ordinances.

ESSENTIAL FUNCTIONS OF THE JOB

Responds to calls for police service, including domestic disputes, auto accidents, crimes in progress, and medical emergencies.

Investigates complaints involving violation of City codes, and State and Federal laws.

Patrols streets and highways, residential and business areas and buildings to prevent and protect against criminal activities.

Participates in crime prevention, community policing and neighborhood watch activities.

Takes crime reports from citizens and files reports and logs.

Investigates traffic accidents, including preparing reports and gathering evidence.

May perform specialized assignments such as canine, range officer, field training officer, intoxilyzer operator, crime prevention training, evidence officer, etc.

Ensures proper maintenance and safe operation of all vehicles and equipment.

Monitor and keep abreast of incident reports, other logs, emails, bulletins and teletypes.

Performs other duties as apparent or assigned.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Associates degree with coursework in law enforcement, or related field, or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to communicate effectively in both written and oral form. Ability to prepare effective and complete reports as required. Ability to hear, read, understand and carry out oral and written instructions. Ability to communicate to groups through presentations and speeches. Ability to read and understand City, State and Federal laws and ordinances, State and department reporting forms, and department and civil service policies.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to exercise independent judgement. Ability to quickly process information and make decisions.

OTHER KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of State and Federal laws, City codes and traffic laws and regulations.

Knowledge of approved practices, procedures and techniques required in performing daily law enforcement duties.

Knowledge of rules of evidence, arrest, search and seizure.

Knowledge of first aid and ability to apply first aid promptly in emergency situations.

Ability to operate law enforcement related equipment including firearms.

General knowledge of computers, cameras and video equipment.

Ability to type reports or use handheld recorders.

CERTIFICATES, LICENSES AND REGISTRATIONS

P.O.S.T. licensed or eligible to be licensed at the time of appointment.

Minnesota Class D Driver's License.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee frequently is required to sit. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee may occasionally be required to use sudden exertion to apprehend a suspect or to take control of a situation.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works near moving mechanical parts and in outside weather conditions. The employee occasionally works in high precarious places, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme heat, risk of electrical shock, and risk of radiation. The employee may occasionally be exposed to blood and airborne pathogens.

The noise level in the work environment is usually moderate.



DEPARTMENT OF PUBLIC WORKS

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

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: John Anderson, Assistant City Engineer
Reviewed by: Tim Peterson, City Administrator *TP*
Date: January 21, 2025

ITEM DESCRIPTION: Set Public Hearing Date on Proposed Final Assessments for the 2024 Road and Utility Improvements of 8th Street

Proposed Action

Staff recommends the City Council move to adopt **RESOLUTION NO. 25-07, RESOLUTION TO SET HEARING DATE ON PROPOSED FINAL ASSESSMENTS FOR THE ROAD AND UTILITY IMPROVEMENTS ALONG 8TH STREET.**

Background/Overview/Feasibility

As part of the City's 5-Year Capital Improvement Program (CIP) and approved budget, the concrete curb and gutter, bituminous pavement, water storm and sanitary sewer utilities in 8th Street from Sahlman Avenue to Prospect Avenue were reconstructed in 2024.

A Public Hearing on the proposed project was held on March 6, 2024. Following the hearing, the City Council ordered the improvement. Bids for the project were awarded and construction was substantially completed in the fall of 2024.

A proposed final assessment role for the improvement is in the process of being prepared and in accordance with MN Statutes Chapter 429 the City Council is required to schedule and give notice of a Public Hearing on the Proposed Assessment, at which time property owners affected by the improvement will be given an opportunity to express concerns with reference to the final assessment. The hearing is proposed to be held on March 4, 2025. In keeping with past Council direction, notices will be mailed out in early February to provide a minimum of 3 weeks' notice for those property owners who may wish to attend.

Policy Objectives

To adopt a final assessment role for the completed improvements in accordance with current City policy but prior to approval, affected property owners shall be provided an opportunity to make comments in reference to the proposed assessment in accordance with State Statute.

To Mayor and Council
Set Public Hearing Date
2024 Road and Utility Improvements of 8th Street
January 21, 2025
Page 2

Financial/Budget/Grant Considerations

The total cost of the improvement was approximately \$1,385,166.86 which is below the feasibility cost estimate of \$1,494,224.73 and below the budgeted amount of \$1,456,000. The proposed assessment role will be finalized prior to the hearing. Assessments levied are used to reimburse the funds from which the project expense was incurred over a period of years as set by the Council following the Hearing.

Advisory Committee/Commission Action

N/A

Supporting Documents Attached

- Resolution No. 25-07

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

RESOLUTION NO. 25-07

**RESOLUTION TO SET HEARING DATE ON PROPOSED FINAL ASSESSMENTS
FOR THE ROAD AND UTILITY IMPROVEMENTS ALONG 8TH STREET**

WHEREAS, The City made plans to reconstruct curb and gutter, bituminous pavement, storm sewer, sanitary sewer and water utilities in 8th Street from Sahlman Avenue to Prospect Avenue as part of the City's 5-Year Capital Improvement Program (CIP) and approved budget for 2024; and

WHEREAS, The Cloquet City Council on March 6th, 2024, held public hearings to consider the improvement; and

WHEREAS, said improvements were subsequently ordered and completed and the City has prepared a proposed assessment roll which is available in the office of the City Administrator for public inspection.

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

1. A hearing shall be held on March 4, 2025 in the City Council Chambers at 6:00 p.m. to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper as required by Minnesota Statutes and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll as required by Minnesota Statutes.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21st
DAY OF JANUARY 2025.**

Roger Maki, Mayor

ATTEST:

Tim Peterson, City Administrator



DEPARTMENT OF PUBLIC WORKS

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

REQUEST FOR COUNCIL ACTION

To:	Mayor and City Council
From:	John Anderson, Assistant City Engineer
Reviewed by:	Tim Peterson, City Administrator <i>TLP</i>
Date:	January 21, 2025

ITEM DESCRIPTION:	Resolution to set Public Hearing date on Proposed Final Assessments for the 2024 Utility Improvements of 22 nd Street
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Proposed Action

Staff recommends the City Council move to adopt **RESOLUTION NO. 25-08, A RESOLUTION TO SET HEARING DATE ON PROPOSED FINAL ASSESSMENTS FOR THE UTILITY IMPROVEMENTS ALONG 22ND STREET.**

Background/Overview/Feasibility

As part of the City's 5-Year Capital Improvement Program (CIP) and approved budget, the sewer and water utilities in 22nd Street from Prospect Avenue to Washington Avenue were reconstructed in 2024.

A Public Hearing on the proposed project was held on October 17, 2023. Following the hearing, the City Council ordered the improvement. Bids for the project were awarded by Carlton County, and construction was substantially completed in the fall of 2024.

A proposed final assessment role for the improvement is in the process of being prepared and in accordance with MN Statutes Chapter 429 the City Council is required to schedule and give notice of a Public Hearing on the Proposed Assessment, at which time property owners affected by the improvement will be given an opportunity to express concerns with reference to the final assessment. In keeping with past Council direction, the hearing is proposed to be held on February 18, 2025 in order to provide a minimum of 3 weeks' notice for those property owners who may wish to attend.

Policy Objectives

To adopt a final assessment role for the completed improvements in accordance with current City policy but prior to approval affected property owners shall be provided an opportunity to make comments in reference to the proposed assessment in accordance with State Statute.

To Mayor and Council
Set Hearing for Final Assessments
22nd Street
January 21, 2025
Page 2

Financial/Budget/Grant Considerations

The total cost of the improvement was approximately \$759,930, which is slightly above the engineers' estimate of \$755,940 and below the budgeted amount of \$820,000. The proposed assessment role will be finalized prior to the hearing. Assessments levied are used to reimburse the water and sewer funds over a period of years as set by the Council following the Hearing.

Advisory Committee/Commission Action

N/A

Supporting Documents Attached

- Resolution No. 25-08

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

RESOLUTION NO. 25-08

**RESOLUTION TO SET HEARING DATE ON PROPOSED FINAL ASSESSMENTS
FOR THE UTILITY IMPROVEMENTS ALONG 22ND STREET**

WHEREAS, The City made plans to reconstruct sewer and water utilities in 22nd Street from Prospect Avenue to Washington Avenue as part of the City's 5-Year Capital Improvement Program (CIP) and approved budget for 2024; and

WHEREAS, The Cloquet City Council on October 17, 2023, held public hearings to consider the improvement; and

WHEREAS, said improvements were subsequently ordered and completed and the City has prepared a proposed assessment roll which is available in the office of the City Administrator for public inspection.

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

1. A hearing shall be held on February 18, 2025 in the City Council Chambers at 6:00 p.m. to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper as required by Minnesota Statutes and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll as required by Minnesota Statutes.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21st
DAY OF JANUARY 2025.**

ATTEST:

Roger Maki, Mayor

Tim Peterson, City Administrator



COMMUNITY DEVELOPMENT DEPARTMENT

101 14th Street • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: John Kelley, City Planner/Zoning Administrator
Reviewed/Approved By: Tim Peterson, City Administrator *TP*
Date: January 21, 2025

ITEM DESCRIPTION: Ordinance No. 515A, Amending Chapter 17 Zoning Map – First Reading

Proposed Action

The Planning Commission recommends the City Council move to adopt **ORDINANCE NO. 515A, AN ORDINANCE TO AMEND CHAPTER 17, BY AMENDING THE ZONING MAP OF THE CITY OF CLOQUET FROM “FR – FARM RESIDENTIAL” TO “RC – REGIONAL COMMERCIAL”**.

Background/Overview

CMK Properties, LLC is proposing a rezoning for the property located at 1604 Highway 33 South from FR – Farm Residential to RC – Regional Commercial. CMK Properties, LLC is proposing this change for potential commercial development of the property.

Land Use Plan and Rezoning

In August 2007 the City Council adopted the 2007 - 2027 Comprehensive Plan for the City of Cloquet. Chapter 3 of the Plan, Land Use, discusses Inventory and Analysis; Goals, Objectives, and Policies; and, Land Use Plan. As part of that adoption the property was guided on the Land Use Plan as Highway Commercial. The property is approximately 8 acres in size and is currently zoned Farm Residential. The properties to the north and west are zoned Regional Commercial, to the east Office and Manufacturing, and to the south Farm Residential. The property is served by municipal utilities with access to Highway 33 via a city owned frontage road.

Staff has reviewed the language in the Comprehensive Plan pertaining to “Highway Commercial”. The Highway Commercial guided properties were setup to improve the existing highway commercial uses in this area which includes a large discount department store, a grocery store/shopping center, a variety of restaurants and retail shops, motels, a car dealership, and a movie theater. The rezoning is consistent with the land use plan, with adjacent land use in the area, and is served by the appropriate infrastructure to support commercial development. The RC – Regional Commercial is appropriate for the area.

Policy Objectives

The Land Use Plan portion of the Comprehensive Plan discusses the “Highway Commercial”. An excerpt of the land use category for “Highway Commercial” is attached. The Comprehensive Plan guides two primary areas for highway commercial use along State Highway 33 north and south of the St. Louis River. The plan does not have any specific locational criteria for where certain districts should be located. The Rezoning of the property is to be consistent with the Comprehensive Plan.

The rezoning will require approval by the City Council as an Ordinance and requires two readings of the ordinance at a council meeting.

To Mayor and Council
Ordinance No. 515A
First Reading
January 21, 2025

Financial Impacts

The Rezoning fee was paid.

Advisory Committee/Commission Action

A legal notice was published in the Pine Knot on January 3, 2025 and property owners within 350 feet were sent notices of the public hearing. A public hearing was held on Tuesday, January 14, 2025 to consider the rezoning. The Planning Commission has recommended approval of the Rezoning on a 3 - 0 vote.

Supporting Documents Attachments

- Ordinance No. 515A
- Location Map
- Comprehensive Plan Excerpt
- Land Use Map
- Zoning Map

ORDINANCE NO. 515A

First Reading will take place at the
January 21, 2025 City Council Meeting

**AN ORDINANCE TO AMEND CHAPTER 17 OF THE CITY CODE, BY AMENDING THE
ZONING MAP OF THE CITY OF CLOQUET FROM “FR – FARM RESIDENTIAL”
TO “RC – REGIONAL COMMERCIAL”**

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

Section 1. The Zoning Map of the City of Cloquet is hereby amended to change the zoning designation of the following described property from FR – Farm Residential to RC – Regional Commercial:

The Northeast Quarter of the Northwest Quarter of the Southeast Quarter (NE¼ of the NW¼ of the SE¼), Section Twenty-six (26), Township Forty-Nine (49) North, Range Seventeen (17) West, Carlton County, Minnesota, EXCEPTING THEREFROM State Trunk Highway No. 33 right-of-way.

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

Passed this 4th day of February 2025.

CITY OF CLOQUET

By: _____
Its Mayor

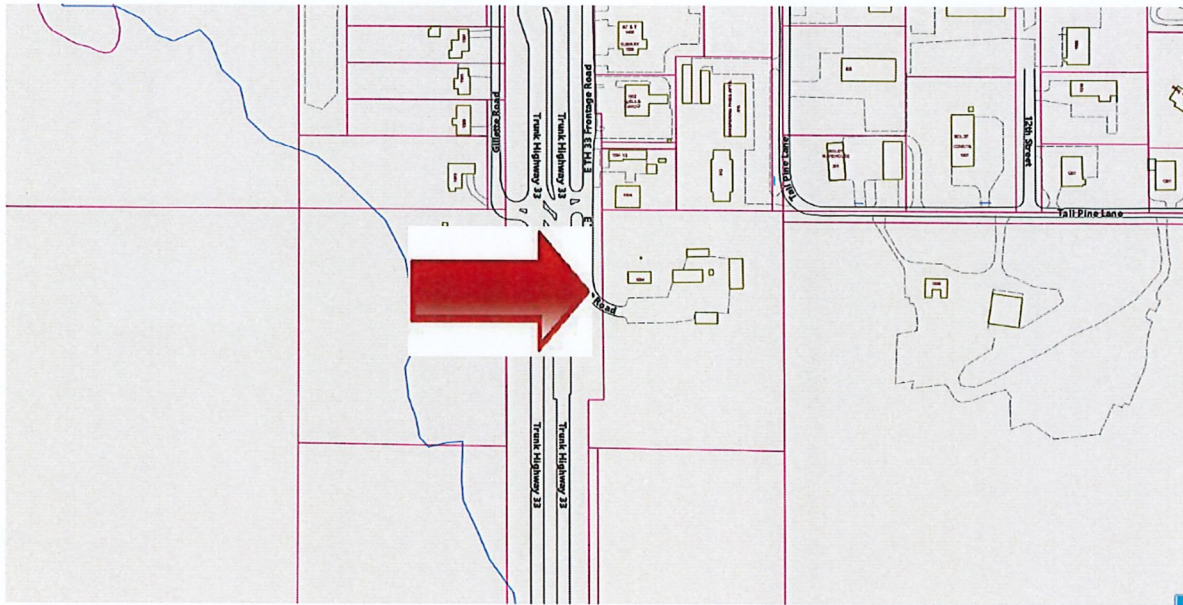
ATTEST:

By: _____
Its City Administrator

Published this _____ day of _____ 2025

LOCATION MAP

CMK Properties, LLC



NO SCALE

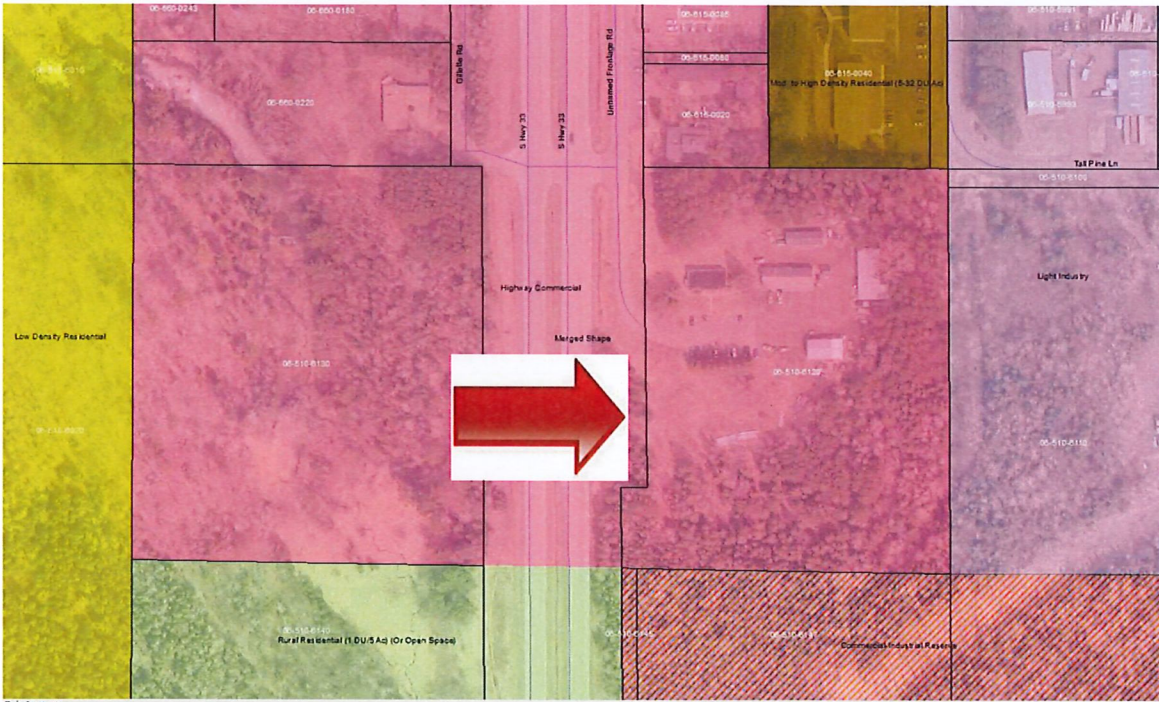


Highway Commercial

Most existing highway commercial uses in Cloquet are along Highway 33 south of the St. Louis River. This area includes a large discount department store, a grocery store/shopping center, a variety of restaurants and retail shops, motels, a car dealership, and a movie theater. A scattering of highway commercial uses are located along Highway 33 north of the St. Louis River.

LAND USE MAP

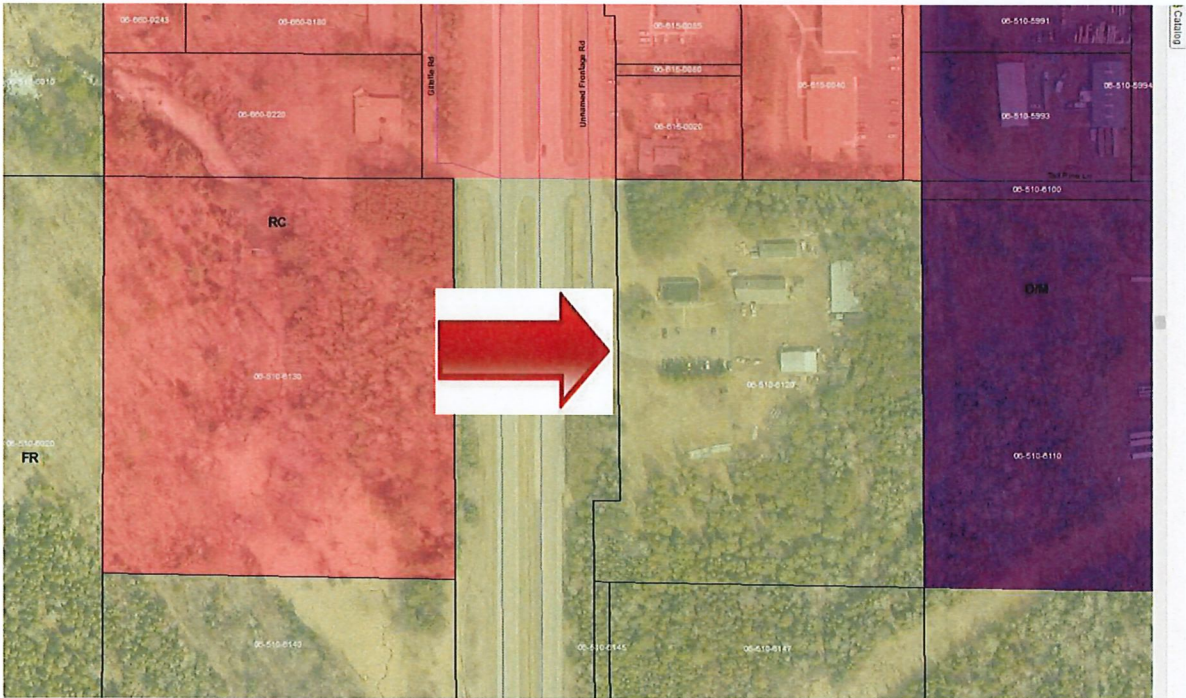
CMK PROPERTIES, LLC



NO SCALE



ZONING MAP
CMK PROPERTIES, LLC



NO SCALE

