



BLACKDUCK CITY COUNCIL MEETING

MONDAY MARCH 6TH, 2017 6PM

REGULAR COUNCIL MEETING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00p.m. March 6th, 2017. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

Councilors present: Mayor Patch, Councilors Stade, and Molnar.

Councilors Absent: Kolb

Staff Present: City Administrator Christina Regas, Police Chief Jace Grangruth, Public Works Supervisor Bob Klug

Others Present: Curt Meyer WSN City Engineer

APPROVAL OF AGENDA – Moved by Councilor Molnar and seconded by Councilor Stade to approve the agenda as written. Motion carried unanimously.

CONSENT AGENDA – Moved by Councilor Stade and seconded by Councilor Molnar to approve the consent agenda items:

- a. February 6th, 2017 Council Meeting Minutes
- b. February 8th, 2017 Blackduck Development Corp Meeting Minutes
- c. February 8th, 2017 Golf Board Meeting Minutes
- d. February 22nd, 2017 Planning Commission Meeting Minutes
- e. February 23rd, 2017 Revolving Loan Fund Committee Meeting Minutes
- f. February 27th, 2017 Work Session Minutes
- g. February 27th, 2017 Personnel Meeting Minutes
- h. February 28th, 2017 Golf Board Meeting Minutes
- i. February 2017 Fund Balance Report
- j. February 2017 Bills
- k. YTD February 2017 Income Statements
- l. February 2017 Month End Remittance Report
- m. January 2017 LG216 Lawful Gambling Monthly Rent Report
- n. Final Council Approval for part time employee hires

Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.

ROAD IMPROVEMENT PROJECTS REPORT – Curt Meyer, City Engineer WSN

1. Review of Projects – Meyer was present to report on updates on the three road improvement projects. Much information is still pending due to the bonding bill not having passed at the legislature to date. Meyer briefed the council on where the engineering costs are to date.



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- a. Main & Summit – There is a schedule from the contractor, and delay costs have been submitted to the county for review. Engineering costs were originally budgeted of just over \$150,000. WSN is holding \$11,000 in invoices. With that amount the project is over budget about \$1,500. There is still about 6 weeks of work to do and the additional costs of engineering fees would be about \$38,000-\$45,000 to complete the project. WSN plans to try to split the engineering time between the Summit/Main project and Frontage/Pine project to save costs.
- b. Frontage/Pine – Engineering costs with the trail have \$28,000 in the budget. Meyer hopes to have the costs stay in line. If WSN can combine the engineering with the other project then it will save the City money.
- c. Trail – Bids will open first week of April 2017. There is \$3,500 in pending engineering costs waiting to be billed to the City at this time. That puts the City's commitment at this point at \$14,000 not including the wetland credits.

PUBLIC WORKS REPORT – Bob Klug Jr., Public Works Supervisor

1. Public Works Truck – New vehicle is in Duluth getting the plow on. Should hear something soon with the paperwork
2. Playground Safety Training – Klug will be attending the training March 7th, 2017. Free training offered in Bemidji.
3. DNR Outdoor Grant – Klug stated that Regas and he decided not to submit the outdoor grant for 2017 round but will in 2018. There are needed electrical upgrades at the wayside and should be included in the grant application. A more solid application can be submitted with more time.
4. LED lighting – 21 Street lights are in and Klug is waiting to hear back from BEC for possible charges for the installation and when the installation can take place.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

No report submitted.

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

1. Trap Club – Chief Grangruth stated the trap club has been really successful.
2. ALICE – This program may be starting in the near future at the school.
3. Old LEC – The old LEC was cleaned out recently and many items that were not useable were removed and tossed. Public works will be using some of the space this week.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

No report submitted.

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

No report submitted

LIBRARY REPORT – Alayna Nestberg, Head Librarian

No report submitted

ADMINISTRATOR'S REPORT – Christina Regas, City Administrator



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1. Assessment Agreement between City of Blackduck & Beltrami County – Moved by Mayor Patch and seconded by Councilor Stade to approve the Assessment agreement between the City of Blackduck & Beltrami County. Motion passed unanimously.
2. Section 3 & Women & Minority Owned Business Plan – Moved by Councilor Molnar and seconded by Mayor Patch to approve the Section 3 & Women & Minority Owned Business Plan. Motion passed unanimously.
3. City of Blackduck Computer Use Policy – Moved by Mayor Patch and seconded by Councilor Molnar to approve the City of Blackduck Computer Use Policy. Motion passed unanimously.
4. City of Blackduck Social Media Policy – Moved by Councilor Stade and seconded by Councilor Molnar to approve the City of Blackduck Social Media Policy. Motion passed unanimously.
5. City of Blackduck Fire Department Personnel Policy – Moved by Mayor Patch and seconded by Councilor Molnar to approve the City of Blackduck Fire Department Personnel Policy. Motion passed unanimously.
6. Reminder March 20th, 2017 Council Work Session
7. Reminder April 4th, 2017 Council Meeting

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

1. Blackduck Planning Commission Meeting –March 22nd, 2017
2. Blackduck Chamber Meeting – March 15th, 2017 Noon @ Restaurant 71

OTHER NEW BUSINESS – No new business.

ADJOURN – Moved by Councilor Molnar and seconded by Mayor Patch to adjourn the meeting at 6:34pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor