



BLACKDUCK CITY COUNCIL MEETING

MONDAY MAY 8TH, 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. May 8th, 2017. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

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

Councilors Absent: none

Staff Present: City Administrator Christina Regas, Police Chief Jace Grangruth, Liquor Store Manager Shawnda Lahr, Public Works Supervisor Bob Klug, and City Engineer Curt Meyer

Others Present: none

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

CONSENT AGENDA – Moved by Councilor Stade and seconded by Mayor Patch to approve the consent agenda without item ‘g. May 1st, 2017 Work Session Minutes’:

- a. April 4th, 2017 Council Meeting Minutes
- b. April 17th, 2017 Work Session Minutes
- c. April 12th, 2017 Blackduck Development Corporation Meeting Minutes
- d. April 19th, 2017 Planning Commission Meeting Minutes
- e. April 12th, 2017 Golf Board Meeting Minutes
- f. April 24th, 2017 Public Safety Meeting Minutes
- ~~g. May 1st, 2017 Work Session Minutes~~
- h. April 2017 Fund Balance Report
- i. April 2017 Bills
- j. YTD April 2017 Income Statements
- k. April 2017 Month End Remittance Report
- l. March 2017 LG216 Lawful Gambling Monthly Rent Report
- m. May 2017 Final Approval of Part time seasonal hires
- n. Revolving Loan Fund Satisfaction of Mortgage – Cliff Kastner Pioneer Apartments

Motion carried unanimously.

- a. **May 1st, 2017 Work Session Minutes-** Moved by Councilor Stade and seconded by Councilor Molnar to approve item g. May 1st, 2017 Work Session Minutes from the consent agenda with changes to the spelling of the work ‘differ’ to “defer” in several places. Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.



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BLACKDUCK ROAD PROJECTS – Curt Meyer, City Engineer

- a. Blackduck Phase 2 Walking Trail – Meyer was present to report on the funding details and the acceptable bid on Phase 2 of the Blackduck Walking Trail. Meyer reviewed the amount of funding vs. the acceptable bid amount. Meyer also touched on the details of what the City investment would be if the City agreed to accept the bid and move forward with the project. The City overall investment above the funding sources would be a total of \$76,521.46. After the committed paid invoices and the DNR connections trail grant funding the net investment would be \$41,021.46. Meyer stated that if the City chooses not to move forward with the trail expansion then the City would send a letter to TAP and DNR stating the City would turn back the awarded funds and delay the project for a later time. Meyer stated that if the City chose to turn back the funds it would not keep the City from being awarded in the future due to the design work and wetland credits needed. Regas explained to council that the City needs to take action in the form of a motion. Mayor Patch asked if there are additional invoices pending for the design work. Meyer stated that there is a pending invoice that will be \$3,800 but that was included in the net investment explained to council. Moved by Mayor Patch and seconded by Councilor Kolb to turn back the \$120,500 in TAP funds and \$21,000 in DNR funds and stop the second phase of the Blackduck walking trail. Discussion from Mayor Patch stated he believes it is in the best interest of the City to not move forward with the Phase 2 of the Walking Trail. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.
- b. Capital Improvement Plan for Streets – Meyer provided the City and Council with a model CIP from Cass Lake, MN for a capital improvement plan for the City of Blackduck Streets and Water & Sewer infrastructure. Meyer provided a quote for drafting the CIP and the details of how the CIP would be completed, adopted, and updated in the future. Meyer stated that the CIP after completion would allow for a guide to what roads need improvements and how to apply for funding to pay for the improvements. The CIP would also assist with reassessing where the road improvements lie and their importance of when they should be improved. Meyer stated that the CIP could be drafted to submit to council for review in September 2017. After further review Meyer reviewed the quote for the work. The quote would be \$3,780 for the CIP as there are some information from previous road inventories done in 2010. Regas asked what the cost of updating the CIP will be once it is adopted. Meyer stated that typically a city will have WSN ride along to take a road inventory each spring and then update the CIP at that time so there would be no cost to the City. Moved by Councilor Molnar and seconded by Councilor Stade to accept the quote from WSN to complete a CIP for Streets for the City of Blackduck. No further discussion. Motion carried unanimously.

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

No report submitted.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

- a. Beer Cooler Flooring Quotes – Lahr was present to report on the beer cooler quotes. The City received a quote from Pater Flooring for the Quarry Tile for \$4,460.00 and a quote from Erlandson Drywall LLC for a Poured Epoxy for \$3,550.00. Mayor Patch asked what the life of the epoxy would be and if there is a warranty. Regas stated she did not ask for a warranty or life expectancy. Klug stated that the epoxy is very thick, seamless, and impervious. Lahr stated that with the kegs that get moved around in the cooler it would be a better choice. Councilor Stade had concerns that it was difficult to get ahold of the epoxy contractor and if that is going to be a



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problem. Regas stated no. Moved by Mayor Patch and seconded by Councilor Molnar to accept the bid for the epoxy bid of \$3,550.00 with the understanding that the work can be completed before the next inspection from MDH in November. No further discussion. Motion carried unanimously.

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

- a. Department Policy Revision – Chief Grangruth was present to review a few policy changes for the Police Department.
 - a. Vehicle Pursuit and Emergency Vehicle Operations - changes were reviewed by Grangruth.
 - b. Pursuit Intervention Techniques – changes were reviewed by Grangruth.Moved by Councilor Stade and seconded by Mayor Patch to approve the Vehicle Pursuit and Emergency Vehicle Operations Policy and Pursuit Intervention Techniques Policy changes. No further discussion. Motion carried unanimously.
- b. Firearms Instructor Course – Grangruth stated that a 3-gun platform training was found it is in southern Minnesota and within the department training budget. Moved by Mayor Patch and seconded by Councilor Kolb to approve the attendance of Chief Grangruth to the Firearms Instructor Course Training. Further discussion by Councilor Stade asked how often the Chief will need to update the certification. Chief Grangruth stated that an update every year or two years is necessary to keep his certification. Mayor Patch asked for any further discussion. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.
- c. Chief Grangruth at Training – Chief Grangruth stated that he would be at two trainings in May and if anyone needs to get ahold of him he would monitor his email while gone.
- d. Future of the Department – Chief Grangruth stated he would like to meet with council in a work session to see where the City would like the department to be in the future. Grangruth would like to meet in a work session for budget planning also. Councilor Stade stated he was pleased to see Chief Grangruth begin active in the items of the department. Nothing further at this time.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

- a. Blackduck Fire Department Approved Leave of Absence – Moved by Councilor Molnar and seconded by Councilor Stade to approve the leave of absence for Volunteer firefighter Richard Lahr. Further discussion by Councilor Kolb asked if the reason for the LOA is a special occurrence. Regas stated it is a special occurrence as Lahr has a new position at a new employer out of Blackduck that keeps him from getting to all the scheduled meetings and drills. Councilor Stade stated that in Lahr's letter there was no stated amount of time. Councilor Stade asked if Lahr's LOA had to be one year. Regas stated that it is in the Fire Department Policy that it can be one year and it is the discretion of the Fire Chief. Regas stated that the Fire Chief would revisit the LOA in one year. Hearing no further discussion a vote on the motion was called. Motion carried unanimously.



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GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

- a. 2017 Membership Count vs. 2016 – Regas updated the council on the membership count to date vs. 2016. The course is down 7 members.
- b. Department Updates – Regas stated that the course is open and doing well. There has been good walk on traffic. There will be another board meeting in May and 80th Anniversary promotions will start June 1.

LIBRARY REPORT – Alayna Nestberg, Head Librarian

No report submitted

ADMINISTRATOR'S REPORT – Christina Regas, City Administrator

- a. Resolution 2017-06 – Moved by Councilor Molnar and seconded by Councilor Stade to approve Resolution 2017-06 a resolution acknowledging the use of RLF funds from the repayment of CDBG funds for the purpose of economic development on Frontage Road and Pine Avenue. No further discussion. Motion carried unanimously.
- b. Public Fund Donation for the Blackduck Summer Baseball Program – Moved by Mayor Patch and seconded by Councilor Molnar to approve a donation for liability insurance premium for the Blackduck Summer baseball of \$850 from the liquor rent fund. Hearing no discussion a vote on the motion was called. Motion carried unanimously.
- c. Ordinance 217 Payment Options – Regas included for council a review of the June 2016 council work session discussion to change the payment options set forth in Ordinance 217 to allow for a deferment of sewer connection fees to new commercial building projects. TG Sales & Service has asked the City to consider other payment options for new commercial buildings. Council met in a work session on May 1, 2017 with TG Sales & Service to discuss the possibility of waiving their connection fees. Mayor Patch stated that he would like to take public comment before moving on the possible changes to the ordinance. Mayor Patch noted that no public is present at the council meeting this evening to take public comment. Mayor Patch further moved to not make any changes to Ordinance 217, seconded by Councilor Kolb. Further discussion by Councilor Kolb stated that he believes that council is all in agreement that the Ordinance should stand as is. Hearing no further discussion, Mayor Patch called for a vote on the motion. Motion carried unanimously.
- d. Councilor Work Session is May 22nd, 2017
- e. Councilor Regular Meeting for June 5th, 2017

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

- a. Blackduck Development Corporation Meeting – May 10th, 2017
- b. American Legion Poppy Month – Proclamation adopted May 12th, 2017
- c. Blackduck Chamber City Wide Garage Sale – May 13th, 2017
- d. Blackduck Planning Commission Meeting – May 17th, 2017
- e. Blackduck Chamber Meeting – May 17th, 2017 Noon @ The Duck In and Eat
- f. Backwoods Bash Boil – May 20th, 2017 5pm @ Blackduck Fire Hall

OTHER NEW BUSINESS – No new business.



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ADJOURN – Moved by Councilor Stade and seconded by Councilor Kolb to adjourn the meeting at 6:50pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor