



BLACKDUCK CITY COUNCIL MEETING
MONDAY FEBRUARY 5TH, 2018 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. February 5th, 2018. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

Councilors present: Mayor Patch, Councilors Molnar, and Kolb

Councilors Absent: Sellon

Staff Present: City Administrator Christina Regas, Chief of Police Jace Grangruth, and Liquor Store Manager Shawnda Lahr, Public Works Supervisor Bob Klug, and Head Librarian Kelly Hanks

Others Present: none

APPROVAL OF AGENDA –Moved by Councilor Sellon and seconded by Mayor Patch to approve the agenda as submitted. Motion carried unanimously.

CONSENT AGENDA – Moved by Councilor Kolb and seconded by Councilor Molnar to approve the consent agenda as submitted:

- a. January 8th, 2018 Council Meeting
- b. January 10th, 2018 Blackduck Development Corp. Meeting Minutes
- c. January 9th, 2018 Liquor Committee Meeting Minutes
- d. January 22nd, 2018 Council Work Session Meeting Minutes
- e. January 24th, 2018 Fire Protection Annual Meeting Minutes
- f. November 16th, 2017 Kitchigami Regional Library Board Meeting Minutes
- g. January 2018 Fund Balance Report
- h. January 2018 Bills
- i. YTD January 2018 Income Statements
 - a. Water, Sewer, Pine Tree Park, and Golf Course
 - b. Liquor Store
- j. January 2018 Month End Remittance Report
- k. December 2017 LG216 Lawful Gambling Monthly Rent Report
- l. January 2018 Revolving Loan Fund Bills
- m. Final approval of Part Time employee hired in January
- n. 2017 Short Settlement Property Tax Statement

Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.

BLACKDUCK ROAD PROJECTS – Curt Meyer, WSN

No report submitted.



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

1. Reminder - Public Works Committee Meeting – February 15th, 2018 @ 3:00pm
2. Report – Klug reported there are two street lights out on Frontage Road, one located near Blackduck Family Foods, and one by the Drake Motel. Klug reported the outage is due to an electrical issue under ground and will not be able to be repaired until Summer. Klug reported that it has been broken two times before. Nothing further.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

1. Report – Lahr reported the Super Bowl Party went really well and the staff is working on taking comments to make it better next year. Lahr stated the tv giveaway was a good draw and next time she would like to advertise it more. Lahr stated on-sale did about \$375 more in sales this year compared to last. Nothing further.
2. Reminder - Liquor Committee Meeting – February 8th, 2018 @ 3:00pm

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

1. Report – Grangruth reported that Officer Jespersen finished his DARE school. Grangruth stated that the school for DARE is one of the most demanding schools an officer can attend. Grangruth stated that Jespersen had to teach the classes to a school in Wisconsin and did very well. Councilor Kolb asked if this will assist in partnering with the school to hopefully have a more future partnership with funding the department in the future. Grangruth stated it is a step in the right direction and will help. Regas asked if Jespersen will be teaching Kelliher/Northome, Grangruth stated no that the Sheriff's Office will continue to teach DARE in those classes. Grangruth further stated his department has been very busy the past month and has had over 100 calls. Grangruth reported that part time Officer Lee Anderson started this past weekend and it was nice to have him on staff. Mayor Patch stated it was nice to see him working in town. Nothing further.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

No report submitted.

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

1. Reminder - Golf Board Meeting – February 20th, 2018 @ 3:00pm

LIBRARY REPORT – Kelly Hanks, Head Librarian

1. Report – Hanks submitted a report from 2017 and reported the numbers are down from previous years, however, since the beginning of 2018 the numbers are higher so that was good even with the change of hours. Hanks stated there are two new board members, Roger Click and Nance Kunkel and they fit in really well. Hanks stated the library will be receiving more money from the Legacy Funding for adult programs in 2018. Mayor Patch asked if there has been more feedback about not being open on Mondays. Hanks reported that there was a switch a few years ago from being closed on Monday to closed on Wednesday and there was no increase in traffic. Hanks reported that in 2018 the library is open 3 less hours a week from the past. Nothing further.

ADMINISTRATOR'S REPORT – Christina Regas, City Administrator

1. MOU between City of Blackduck and Beltrami Electric Coop - Moved by Mayor Patch and seconded by Councilor Molnar to approve the MOU between City of Blackduck and Beltrami



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Electric Coop for the Level 2 EV install into the Wayside Rest Park. Hearing no discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.

2. 2018 Assessment Agreement between City of Blackduck & Beltrami County - Moved by Councilor Kolb and seconded by Councilor Molnar to approve the assessment agreement between City of Blackduck and Beltrami County for 2018. Motion carried unanimously.

Board of Review Meeting - Regas reported the Board of Review Meeting will be held April 19th, 2018 9:00am – Blackduck City Hall. Nothing further.

3. Miller McDonald Engagement Letter for 2017 Audit Agreement - Moved by Councilor Molnar and seconded by Councilor Kolb to approve the agreement between Miller McDonald and the City of Blackduck for the 2017 audit and to assign Miller McDonald as the City of Blackduck auditors for 2018.

4. Resolution 2018-04 – Resolution approving Nationwide Retirement Solutions Deferred Compensation Program – Moved by Mayor Patch and seconded by Councilor Molnar to approve Resolution 2018-04. Mayor Patch asked if the retirement option will only be for full-time employees. Regas reported that all employees full and part time will have the opportunity to take part in the deferred compensation program including elected officials. Regas further stated there is no cost to the City of Blackduck for the program. Councilor Kolb asked if the deferred compensation is included in the tax laws that have an annual cap. Councilor Kolb further asked if the compensation plan is separate from other plans in that annual cap. Regas reported that she believes that no matter how many compensation plans a person has the annual cap applies to the total. Hearing no further questions Mayor Patch called for a vote on the motion. Motion carried unanimously.

5. MN DNR “Border to Border” trail Public Meetings packet – Regas supplied information regarding a Minnesota border-to-border trail for the public to participate in. Regas stated all documents in the packet are on the City website and were sent to the Blackduck American. Nothing further.

6. 2018 MCFOA Conference March 20-23, 2018 – Christina Regas

7. Request February 20th, 2018 Work Session - **Tuesday**

8. Reminder March 5th, 2018 Council Meeting

9. February 6th, 2018 6:00pm – DFL Caucus @ Blackduck City Hall

10. City Hall closed in Observance of President’s Day – February 19th, 2018

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

1. Blackduck Development Corporation Meeting –February 14th, 2018 @ 11:00am
2. Blackduck Chamber Meeting – February 21st, 2018 Noon @ Restaurant 71
3. Blackduck Planning Commission Meeting – February 21st, 2018 @ 2:00pm

OTHER NEW BUSINESS – No new business was brought to Council.

ADJOURN – Moved by Mayor Patch and seconded by Councilor Kolb to adjourn the meeting at 6:24pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor