



1. **CALL TO ORDER** – Mayor Rudy Patch
 - a. **Pledge of Allegiance**
 - b. **Roll Call**

2. **APPROVAL OF AGENDA**

3. **CONSENT AGENDA** –*All items listed under the Consent Agenda, unless removed from the Consent Agenda shall be approved by one Council motion.*
 - a. **August 6th, 2018 Council Meeting Minutes**
 - b. **August 7th, 2018 Golf Board Meeting Minutes**
 - c. **August 15th, 2018 Revolving Loan Fund Committee Meeting Minutes**
 - d. **August 20th, 2018 Council Work Session Minutes**
 - e. **August 23rd, 2018 Fire Protection Budget Meeting Minutes**
 - f. **August 27th, 2018 Council Work Session Minutes**
 - g. **August 2018 Fund Balance Report & Recommended Transfers**
 - h. **August 2018 Bills**
 - i. **YTD August 2018 Income Statements**
 - a. **Water, Sewer, Pine Tree Park, and Golf Course**
 - b. **Liquor Store**
 - j. **August 2018 Month End Remittance Report**
 - k. **July 2018 LG216 Lawful Gambling Monthly Rent Report**
 - l. **August 2018 Revolving Loan Fund Bills**
 - m. **Final approval of Sanitary Sewer Discharge Permit #2018-03 – Nendick Heating, Cooling Plumbing & Septic**

4. **BLACKDUCK FORUM** – *Visitors may share their concerns with 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. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. No action will be taken at the time.*

5. **PUBLIC WORKS REPORT** – Bob Klug Jr., Public Works Supervisor
 - a. **Resolution 2018-21 – Resolution authorizing the City to regain ownership of unused cemetery lots**
 - b. **Application for Waiver to City Ordinance #213 for 188 Main Street N. – year 2 -**

6. **LIQUOR STORE REPORT** – Shawnda Lahr, Liquor Store Manager

7. **FIRE DEPARTMENT REPORT** – Brian Larson, Fire Chief

8. **LAW ENFORCEMENT REPORT** – Jace Grangruth, Police Chief

9. **GOLF COURSE REPORT** – Jim Andersen, Golf Course Superintendent

10. **LIBRARY REPORT** – Kelly Hanks, Head Librarian

- 11. ADMINISTRATOR’S REPORT** – Christina Regas, City Administrator
- a. Resolution 2018-20 – Resolution opposing the concept of allowing strong beer, spirits & wine to be sold, for off-premise consumption, at any outlet other than the municipal liquor store
 - b. Resolution 2018-22 – Resolution approving an assessment for past due utility charges
 - c. Resolution 2018-02 Revised – Resolution of annual appointments and designations for 2018
 - d. Reminder September 17th, 2018 5pm Council Work Session & Budget Meeting
 - e. Reminder September 24th, 2018 6pm Special Council Meeting
 - f. Reminder October 8th, 2018 Council Meeting

- 12. COMMUNITY EVENTS/GOOD THINGS HAPPENING** –
- a. City of Blackduck Employee Anniversaries –
 - i. **Nate Lien - (September, 2006)**
 - b. Blackduck Chamber Meeting – September 19th, 2018 noon @ The Pond
 - c. Blackduck Planning Commission Meeting – September 19th, 2018 @ 2pm

13. ADJOURN



BLACKDUCK CITY COUNCIL MEETING

MONDAY AUGUST 6TH, 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. August 6th, 2018. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

Councilors present: Mayor Patch, Councilors Sellon, Moore, and Kolb

Councilors Absent: Molnar

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

Others Present: Jordan Shearer Blackduck American

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

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

- a. July 9th, 2018 Council Meeting Minutes
- b. July 11th, 2018 Blackduck Development Corp. Meeting Minutes
- c. July 23rd, 2018 Council Work Session Minutes
- d. July 2018 Fund Balance Report & Recommended Transfers
- e. July 2018 Bills
- f. YTD July 2018 Income Statements
 - a. Water, Sewer, Pine Tree Park, and Golf Course
 - b. Liquor Store
- g. July 2018 Month End Remittance Report
- h. June 2018 LG216 Lawful Gambling Monthly Rent Report
- i. July 2018 Revolving Loan Fund Bills
- j. Final Approval July/August new Full & Part time hire(s)
- k. 2018 Small Cities Assistance 1st Half
- l. 2018 LGA & PERA Aid 1st Half

Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.

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

1. 2018 Public Works/Parks Replacement Mower – Moved by Mayor Patch and seconded by Councilor Sellon to purchase a Kubota 60” zero-turn mower from Acme to replace the John Deere 777 funding the machine through the Pine Tree Park fund. Further discussion added that the old John Deere 777 would then move to the golf course to assist in replacing the current rough



BLACKDUCK CITY COUNCIL MEETING

MONDAY AUGUST 6TH, 2018 6PM

REGULAR COUNCIL MEETING MINUTES

mower. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

1. Bash Updates – Lahr updated the council on the purchase of a tent to cover the patio for the band and then the parking lot will be fenced off and no holes will be bored into the new asphalt. Lahr reported she received a quote from the Party Store for a tent with weighted posts and it was too large and very expensive. Lahr stated purchasing a tent was less expensive and could be utilized more often.
2. Liquor Store Doors – Klug reported he is awaiting a quote from the Glass Doctor on replacement exterior doors and costs to repaint the current doors.

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

1. 2018 DS6T98-1500 SSV Crew Cab Squad – Moved by Mayor Patch and second by Councilor Kolb to approve the funding of the new City Squad to include a new Digital Alley not to exceed \$44,707 which is over the Police Restricted Fund for the Police Squad by \$5,500. Chief Grangruth stated the cost of a new digital alley is pushing the cost over his budget but the current digital alley in the 2014 squad will not be supported with current technology. Chief Grangruth further stated the \$44,707 includes the additional after-market accessories needed to purchase. Mayor Patch asked Regas where the additional funds can come from. Regas stated that the funds could come from the general fund reserves if needed but Regas was confident that Chief Grangruth could fund the alley from the 2018 budget. Regas recommended council approve the funding as the current alley is over 15 years old and the department needs to be current with the county servers. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

1. Fire Protection Budget Meeting of Townships – August 23rd, 2018 6:30pm

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

1. Golf Board Meeting – August 7th, 2018

LIBRARY REPORT – Kendra Murray, Kitchigami Regional Library Board member

No report submitted.

ADMINISTRATOR'S REPORT – Christina Regas, City Administrator

1. Resolution 2018-15 – Resolution in support of closing Wells Fargo cash account in the name of the Blackduck Housing & Redevelopment authority and transferring public funds to Deerwood bank in Blackduck – Moved by Councilor Kolb and seconded by Mayor Patch to approve Resolution 2018-15. Motion carried unanimously.
2. Resolution 2018-16 – Resolution appointing election judges for the 2018 Primary and General Elections – Moved by Councilor Sellon and seconded by Councilor Moore to approve Resolution 2018-16. Motion carried unanimously.
3. Resolution 2018-17 - Resolution accepting resignation of Councilor Molnar and declaring a vacancy – Moved by Councilor Kolb and seconded by Councilor Sellon to approve Resolution 2018-17. Motion carried unanimously.



BLACKDUCK CITY COUNCIL MEETING

MONDAY AUGUST 6TH, 2018 6PM

REGULAR COUNCIL MEETING MINUTES

4. Donation Requests –Blackduck Baseball & Softball Boosters – Moved by Mayor Patch and seconded by Councilor Sellon to donate \$7,500 from the Liquor Rent Fund to the Blackduck Baseball & Softball Boosters for their Project. Motion carried unanimously.
5. Resolution 2018-18 – Resolution authorizing the public sale of Tax Forfeited Parcels – Moved by Councilor Kolb and seconded by Councilor Sellon to approve Resolution 2018-18. Motion carried unanimously.
6. Resolution 2018-19 – Resolution approving an off-site Gambling License for the Blackduck Fire Relief Association – Backwoods Bash Bingo – Moved by Councilor Sellon and seconded by Councilor Moore to approve Resolution 2018-19. Motion carried unanimously.
7. Reminder Candidate Filing for City of Blackduck Council – July 31st – August 14th, 2018
8. Reminder Minnesota State Primary Election – August 14th, 2018
9. **Reminder August 20th, 2018 5pm Council Work Session & Budget Meeting**
10. Reminder September 4th, 2018 Council Meeting

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

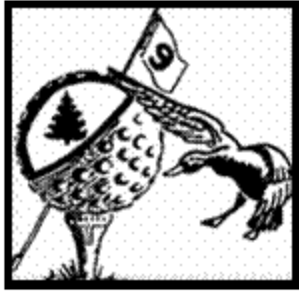
1. Backwoods Bash – August 18th, 2018 Wayside Rest Park
2. **City of Blackduck Employee Anniversaries –**
 - a. **Jo Cheney - (August, 2003)**
3. Blackduck Development Corporation Meeting –August 8th, 2018 @ 11:00am
4. Blackduck Chamber Meeting – August 15th, 2018 noon @ Restaurant 71
5. Blackduck Planning Commission Meeting – August 15th, 2018 @ 2pm

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 6:35pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor



BLACKDUCK MUNICIPAL GOLF COURSE
GOLF BOARD MEETING MINUTES
TUESDAY AUGUST 7TH, 2018 @ 3:00PM

CALL TO ORDER: Golf Members and City Staff met for the purpose of discussing the Blackduck Municipal Golf Course at golf course at 3:00pm on August 7th, 2018.

ROLL CALL:

City Staff present: Jim Andersen Golf Course Manager & Superintendent & Christina Regas City Administrator

Members present: Dawn Jourdan and Kevin Erpelding

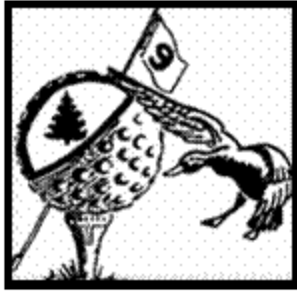
Councilor present: Rudy Patch

Others present: none

Members absent: none

OLD BUSINESS –

1. Review of Income Statement – Board members requested the following as follow-up to year to date expenses and green fee revenues.
 - a. Membership Totals and revenue comparative to 2017 - types and total members
 - b. Equipment Principal Payment – when does this begin – 2019
 - c. Green fee revenue – Jourdan requested 2017 monthly green fees to 2018 for review. Regas will send out in email form.
 - d. Unemployment – Erpelding requested who gets paid unemployment. Regas reported only Jim Andersen.
2. Donations –
 - a. Al Gerner Estate Donation & Senior Tee Box Construction Update – Andersen is awaiting to hear from Golf Standard for a quote on the dedication sign. The tee box is seeded and Conrad Berg hopes to have a dedication in late season.
3. Temporary Green for #5 - Andersen is working on the expansion of #5 and the board has requested a sign be made for traffic to know there is a temporary green on #5. Patch suggested the pro-shop staff needs to know about what is going on when the temporary green is roped off. Regas stated the communication needs to be sent out for all parties. Erpelding stated every course has temporary greens every season. Andersen asked for City Hall to make “temporary green” signs.
4. Website Design Angler –
 - a. Photos – nothing discussed
5. Tee Box Sponsorship Program- New signs look great and sponsors are pleased to see the signs. Rescheduling of dedication is still pending.
1. Tournaments Scheduled –
 - a. Sherman Brown – August 18th
 - b. Drakes Scramble – August 19th
 - c. Firemen’s Scramble – August 26th



BLACKDUCK MUNICIPAL GOLF COURSE
GOLF BOARD MEETING MINUTES
TUESDAY AUGUST 7TH, 2018 @ 3:00PM

- d. Ladies Scramble – August 21st
- e. Mens & Ladies Mixed Scramble – August 28th
- f. Earl Sergeant - September
2. MGA Liaison – Jourdan reported nothing new on the liaison position.
3. Traveling League – Jourdan reported information on a traveling ladies league in the Grand Rapids area (Pokegama, Blueberry, Sugar Bush, and Eagles) that works with 4 courses. The Courses involved commit a \$30 green fee for 18 holes with a cart per player. The 4 courses rotate each week. It works well. The board agreed to work on local courses to get involved for 2019.
4. Projects to Work on –
 - a. #5 Green – still being worked on
 - b. #4 Steps on Tee Box- finished
 - c. #5 Men’s Bridge – fixed temporarily
 - d. #6 Cart Bridge – fixed temporarily until fall.
 - e. New Plants for the Pond – on hold until more information is communicated from Anderson.
 - f. Repair on #1 Green – completed
 - g. Wind Storm damage – all trees taken care of
 - h. Cart Shed Storm damage – quote is done and insurance claim made.
5. Pro-Shop items to discuss –
 - a. Henry’s is ordering microwaveable pizzas for sale – Andersen reported the pizzas cannot be ordered.
 - b. Purchase one set of left-handed women’s rental clubs – Regas agreed the clubs should be ordered.

NEW BUSINESS –

1. John Deer 777 Replacement – Regas reported the City John Deer 777 will be replacing the current 777 that is down for repairs.
2. Late Season Staffing – Regas stated she has 2 new employees starting and needs 1 possibly 2 more for end of season staff. *The board discussed at length how important it is to have staff all year and that all involved should be seeking new employees to keep the course staffed.*
3. Ice Cream – the board agreed that selling ice cream – was a nice addition to the food at the pro-shop and would like to expand on the assortment. It was suggested to contact Sandstrom’s from Grand Rapids for a cooler and additional options.
4. 2019 Membership Forms – Jourdan requested the 2019 forms get out for people to take. Regas asked if the course is going to raise rates in 2019. The board was split on the decision to raise rates. *After the discussion of the retention of members and how older members are leaving and switching over to newer younger members that the course although needing to raise money to pay for expenses, it was not recommended at this time. The board had concerns that the membership would go down. Several board*



BLACKDUCK MUNICIPAL GOLF COURSE
GOLF BOARD MEETING MINUTES
TUESDAY AUGUST 7TH, 2018 @ 3:00PM

members stated the don't believe the current membership is going to get strong enough to sustain raising the rates. Regas stated that 2019 rate sheets would be printed and the rates would remain.

ADJOURN – Meeting adjourned at 4:22pm.



CITY OF BLACKDUCK
REVOLVING LOAN COMMITTEE
MEETING MINUTES
AUGUST 15TH, 2018 1:00PM

Present: Tiffany Fettig, Dwight Kalvig, Rudy Patch, Grant Frenzel, and Christina Regas

Absent: Will Sellon

Others Present: none

The meeting was called to order at 1:00pm.

DUCK IN & EAT LLC.

- a. Offer to purchase – Regas reported that the City has been in contact with Mary Hower who is very interested in purchasing the Duck In & Eat. Hower would like to make an offer and has reported to Grant Opehgard that the Department of Health toured the restaurant with the Howers' and the upgrades to much of the equipment lowers the value of the equipment in the restaurant. Regas stated the Howers' would like to offer \$10,000 for the building and equipment.

The committee discussed the amount of debt the City has paid to date with outstanding property taxes, attorney's fee, insurance, and utilities since October of 2017. The committee further discussed the plan the potential purchaser has for the building.

The committee after discussing the success or potential failure of another restaurant in Blackduck, Frenzel reminded the committee that regardless of what is done to the building what is done with the building is not the focus of the committee. Frenzel stated that the City is looking to sell a building and its contents and that is all. The City should not consider past or future of a new owner.

- b. Moved by Frenzel and seconded by Mayor Patch to recommend the City Council accept an offer from the Howers' of \$10,000 for the building and contents 'as-is' plus the 2018 property taxes, plus closing costs when a purchase agreement is drafted. Motion passed.
- c. Redemption Period – Frenzel confirmed with Fettig is the redemption period on the restaurant is over. Regas believed it ended August 1st. Frenzel recommended the City request pursue judgment and garnishment on Mark Little. Regas requested Fettig review credit reports and bankruptcy filings.
- d. Property Insurance – Frenzel recommended the City request a rebate on the insurance premium after the sale is final.

ADJOURN – Moved by Kalvig and seconded by Patch to adjourn the committee meeting at 2:12pm. Motion carried unanimously.



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY AUGUST 20TH, 2018 5:00PM

WORK SESSION MEETING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in a scheduled work session at the City Hall at 5:04 p.m. on August 20th, 2018.

Roll Call

Councilors present: Mayor Patch, Councilors Sellon, Kolb, Moore

Councilors Absent: none

Staff Present: City Administrator, Christina Regas

Others Present: none

The meeting was called to order at 6:00pm the Pledge of Allegiance was not recited.

Topics covered in the work session were as follows:

OLD BUSINESS –

1. **SUMMIT & MAIN ROAD PROJECTS** – Curt Meyer
 - a. Construction and Assessment Hearing Updates – nothing discussed
2. **2019 BUDGET PLANNING PROCESS** – Regas summarized the planning process for the 2019 Budget for the new council members prior to discussing the details of the general budget.
 - a. Highlights – Regas summarized the highlights for the 2019 budgets that have changes affecting expenditures and revenues. Overall the budget has little differences to 2018 except the need to contribute property taxes to the Golf course and state regulated changes. They are as follows:
 - i. LGA – increased to \$254,282 from 2018
 - ii. PERA – increased for Police & Fire to 16.95% from 16.2%
 - iii. Library Levy – increased to \$15,860 from 2018
 - iv. Police Budget – wage review needed by council
 1. Regas summarized the budget meeting with Chief Grangruth and how the requested wage scales for both full time officers could show a significant increase to the department budget. Regas further stated the decision of council in 2018 to pledge wages to support a part time officer in 2019 @ \$10,500/year.
 - a. Police Wages - Mayor Patch stated the City has not seen a significant increase in coverage adding the part time officer and posed the question of needing to fund the officer when the school has not committed funds to the department. Mayor Patch stated he doesn't believe the part time officer is being utilized to the extent Chief Grangruth believed when he was hired. Mayor Patch proposes the part time officer wage budget be dropped to half of what was pledged originally. Mayor Patch stated further the school is taking advantage of the City for coverage and not being compensated. Councilor Moore was in favor of lowering the part time officer budget and using the officer only when needed then having additional coverage that way lowering the budget could assist in the budget process.
 - b. Police wage increases – Mayor Patch commented the City is not required to give a COLA increase and the increases proposed will inflate the Police budget. Mayor Patch included the increase of wages plus fully funding the health care premium and deductible will be too high for the City to fund.



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY AUGUST 20TH, 2018 5:00PM

WORK SESSION MEETING MINUTES

Mayor Patch asked the council to think about the City as a whole when deciding on raises and supporting the golf course.

- c. Tower Repeater – Mayor Patch questioned if the City should still continue paying for the tower lease to Paul Bunyan Communication for the Police department if the tower is not an ARMER repeater.
- v. Golf Course Go Bonds – property tax proposed contributions
 1. Regas stated that by statute the City has the authority to pledge property taxes to fund the committed bonds for the golf course. Regas provided a draft of how much property taxes could be committed to paying for the golf bonds if the council choses and the remaining half could be covered by net revenues from the liquor store.
 2. Mayor Patch asked how much should be levied to cover the golf course bonds. Regas stated to be fair the City could ask the tax payers to allow the increase of the levy for half of the bonds due in 2019 (\$16,368.13) and an additional \$10,000 transferred from Liquor Store revenues.
 3. Affect on individual tax payer – Mayor Patch asked how much an increase of the levy will affect an individual tax payer. Regas has reached out to the county for assistance in finding the amount the increase in net tax capacity and levy increase will affect the city taxes. Regas stated the net tax capacity (NTC) had not been updated since March 2018.
 4. Regas asked for feedback on the contribution for the golf course. Council member Sellon stated he was not in favor of paying for the golf course. Regas stated the course would close without the support of the tax payers as the City would still need to pay for the bonds. Councilor Kolb asked how the golf course was doing in revenue without the bonds. Regas and Mayor Patch stated the revenue is doing better but the course cannot support itself to grow. Regas stated it can maintain itself but not enough to make a large difference. Councilor Kolb asked if the City residents should be polled if the golf course should be supported or close up.
 5. Marketing the Golf course to sell – Regas stated she tried to find out if the course could be sold and got very negative results. Regas stated the no matter what type of recreational area a City owns if it is seasonal it will struggle to support itself. Councilor Kolb asked the question of what the pro's and cons are to keep the place open.
- vi. Health Care Premiums – Regas informed the council members that the cost of health care premiums for 2019 had not been reported to the City prior to the work session. Regas reported the council will need an additional meeting on August 27th to further conversation. Council Kolb stated he is in favor of lowering the City contribution for the premiums as the City fully funds the deductible. Regas stated she would have those numbers for discussion at the next meeting.
- vii. Street Lighting – Regas stated the electricity bill for our street lights is lower than 2016, but it will be a better comparison in usage after the 2018-2019 winter season. Regas stated the street fixtures planned to be installed in 2018 will be less than 2017 and will not be finished until after 2019.
- viii. Regas requested council review the details of the proposed budget changes and have prepared feedback for the next meeting.

3. RESOLUTION 2018-02 - Revisions to Committee Assignments – resolution tabled until a later work session



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY AUGUST 20TH, 2018 5:00PM

WORK SESSION MEETING MINUTES

NEW BUSINESS –

1. **LMC REGIONAL MEETINGS** – Regas recommended available councilors to attend the upcoming regional meeting held October 17th in Bemidji. Regas stated this is the first time the LMC is holding the meetings later in the day to accommodate councilmembers that cannot make the meetings due to work and encouraged the board to attend. Nothing further.

ADJOURN – Council adjourned their work session at 7:15pm.

Christina Regas, City Administrator

Rudy Patch, Mayor

TOWNSHIP BUDGET MEETING BLACKDUCK CITY HALL THURSDAY AUGUST 23RD, 2018 6:30PM**MEETING MINUTES**

The Blackduck Fire Department Assistant Chief Terry Frenzel held the Annual Meeting of Parties in City Hall on August 23rd, 2018 @ 6:30pm

The Annual Meeting was called to order at 6:30pm.

Roll Call was taken by City Administrator Christina Regas those present included: Assistant Fire Chief Terry Frenzel; City of Blackduck Administrator Christina Regas; Eldon Dietel of Summit Township; Carl Nipp of O'Brien Township; Rob Ingersoll of Hagali Township; Bill Rabe of Hines Township; Jerome Geerdes of Birch Township.

City/Townships Absent: Hornet, Taylor, Tenstrike, Funkley, Langor, and Moose Park Township

1. OLD BUSINESS –

- a. **2018 ACTUAL EXPENDITURES** – Assistant Fire Chief Frenzel requested questions on the 2018 actual expenditures line items. There were no questions on the ytd expenditures.
 - i. **Training Storage Container – 580** – Regas noted the council approved purchase of a storage trailer used for live fire burns training for the department has been purchased for \$3050.
 - ii. **Capital Truck Fund Balance** – Regas noted the YTD 2018 Capital Replacement Cash balance was at \$194,414.93
- b. **2019 BUDGET** – Regas reported that the budget is similar same as 2018. Regas noted that Chief Larson requested some smaller expenditure line budgets be moved into larger code lines such as repairs and maintenance to equipment and repairs and maintenance to buildings for easier coding practices.
 - i. **Radio/Communications Expenses** – Regas noted a small increase to expenditure code line -323 to accommodate cost incurred with pagers, and tablet services.
 1. **ARMER switch** – Hagali representative asked when the department will switch to ARMER. Assistant Chief Frenzel stated not anytime soon as the cost it too high, and not needed in the area yet. Frenzel stated the VHF radios will still need to be used. Ingersoll mention the used radios are being more available and could be a useful way to switch. Frenzel asked if the used radios were dual band, Ingersoll did not know.
- c. **2019 Proposed Payment** – Regas asked if there were further questions regarding the formula. Regas noted this is the first year with the payment being based solely on market value. Regas stated all towns market value have been updated on the form on the supplied documents the evening of the meeting as Moose Park was not current when documents were sent out.
 - i. **Chargeable Calls** – Birch representative asked again why the department was not charging for vehicle responses (noted incident #1808). Frenzel noted the response does not always

TOWNSHIP BUDGET MEETING BLACKDUCK CITY HALL THURSDAY AUGUST 23RD, 2018 6:30PM

MEETING MINUTES

need to have fire pull jaws of life but the department is called out regardless. Hines representative suggests asking Bemidji for their departments practices for billing for calls. Frenzel stated the residents are already paying for the service through taxes so charging again seems unnecessary. Birch representative used call #1806 when a power line is down to charge Beltrami Electric that in this case the power company should be charged. Birch noted some revenue would be nice to see when the department is called out especially when the budget keeps climbing for the smaller towns. Regas noted the City has the authority by Ordinance to charge for structure fires but not much else. Frenzel stated the City would look into what Bemidji schedules for charges and report back to the towns. Frenzel noted that fire is sent on most any calls.

Regas noted she would research and report back to the towns.

- d. **YTD 2018 FIRE DEPT. INCIDENT REPORT** – Frenzel took questions on the incident report from 2018. Nipp from O'Brien noted incident #1819 was not listed accurately and Frenzel stated he noted the mistake and would make the change. Frenzel stated the address for the call was not reported correctly.
2. **NEW BUSINESS** – Moved by Bill Rabe of Hines township and seconded by Eldon Dietel of Summit township to approve the 2019 proposed budget. Motion carried.
3. **OTHER BUSINESS** – Regas noted to the towns that the City of Squaw Lake paid the department \$1,000 for the service on the fire in the spring at the Hill (*incident #1802*).

Motion by Rob Ingersoll of Hagali township to adjourn the meeting at 7:00pm and seconded by Jerome Geerdes of Birch township. Motion passed.

Meeting minutes submitted by Christina Regas City of Blackduck Administrator.



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY AUGUST 27TH, 2018 5:30PM

WORK SESSION MEETING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in a scheduled work session at the City Hall at 5:30 p.m. on August 27th, 2018.

Roll Call

Councilors present: Mayor Patch, Councilors Sellon, Kolb, Moore

Councilors Absent: none

Staff Present: City Administrator, Christina Regas, and Bob Klug, Public Works Supervisor

Others Present: none

The meeting was called to order at 5:40pm the Pledge of Allegiance was not recited.

Topics covered in the work session were as follows:

OLD BUSINESS –

1. **SUMMIT & MAIN ROAD PROJECTS** – Curt Meyer
 - a. Construction and Assessment Hearing Updates – nothing discussed
2. **2019 BUDGET PLANNING PROCESS** – Regas supplied to council requested changes to the general fund expenditures from the work session on August 20th, 2018 and the new health care premiums for 2019 and how those changes affect the proposed levy. Those changes were as follows:
 - a. Revenues –
 1. Small Cities Assistance – Regas reported the SCA funding for streets has not been funded for 2019 and could not be added to the general fund revenues as Regas earlier believed.
 2. 2019 Fire Protection Contract Revenue – Regas reported the revenue for the fire protection contract area was not reported correctly at the earlier work session and is now up to date.
 - b. Expenditures –
 1. Health Care Premiums – Regas reported the health care premium for 2019 was increasing \$74.50/month. Regas supplied a study for council to review on the amount health care affects the general fund expenditures with the premium increase.
 - a. Options – Regas supplied for council consideration 4 options and the costs incurred:
 - i. Fund the health care premium and ‘HSA’ 100%
 - ii. Fund the health care premium 80% and the ‘HSA’ 100%
 - iii. Fund the premium 100% and ‘HSA’ 80%
 - iv. Fund the premium and ‘HSA’ @ 80%.Overall the increase to the premium only increases the general fund expenditures \$3,030.66. Councilor Kolb asked if the premium and ‘HAS’ is funded 80% by the City will the City still cover the ‘HSA’ 100%. Regas stated no, the employee would pay 20% of both the premium and ‘HSA’. Klug asked the Regas if the council understands why ‘HSA’ was started. Regas reminded the council that the full-time employees did not see a raise two years in a row to offset funding the ‘HSA’. Klug noted the full-time employees went from a \$300 deductible to a \$3200 deductible. Councilor Kolb



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY AUGUST 27TH, 2018 5:30PM

WORK SESSION MEETING MINUTES

suggested the council make the full-time employees pay the “HSA” and the City fully fund the monthly premiums. Klug reminded the council that the full-time employees gave up to get that HSA. Mayor Patch suggested fully funding the premium and offering a 50/50 match on the HSA. Councilor Kolb asked Regas if the City has on the line of the contract ‘this is subject to change’. Regas clarified Kolb’s question meaning the job description. Kolb stated when an employee applies for a position with the City is there a place for them to sign stating they understand what is expected of them is ‘subject to change’. Regas clarified to Kolb that the City employees are ‘at-will’ and are not contractual. Klug asked Regas to check with the League if all public employees have the right to negotiate. Regas agreed. Klug stated the employees have not been able to negotiate in over 10 years and that public employees are treated different then the private sector whether at-will or not. Councilor Moore asked if any of the staff is union. Regas stated no. Councilor Kolb suggested asking the supervisors if their budgets could absorb the increase of the premium by lowering their budgets in other areas. Regas stated the departments already did that for the 2018 budget and that could not continue to happen. Mayor Patch asked what percentage the health care affects the general fund. Regas calculated 68%. Regas reminded the council the increase is only \$3,030.66. Councilor Moore asked if it is typical for employers to fund HSA accounts. Regas stated not always. Regas stated it depends on what the City can afford and what the employees want. Mayor Patch requested our health care representative to attend a budget meeting.

2. Part time Police Officer payroll line – Regas included in the updated budget a reduced funding for the part time police officer from originally reported. Regas further reminded the council the original reason the department agreed to add a part time officer was to supply the department with coverage when the full-time officers take vacation or sick time. Regas reported that any changes to the police expenditures still needed to be discussed with the department head.
 3. Police Officer wages – Mayor Patch asked how much more the proposed wages in the police budget has increased the budget. Regas reported approximately \$10,000.
- c. Levy Changes – After providing the reported revenue and expenditure changes Regas provided for council review two (2) levy considerations. Councilor Sellon asked if the golf course bonds had to stay in the levy. Regas stated yes as even if the golf course were to close the City would still need to pay for the bonds. Councilor Sellon asked if the new construction property taxes will help the levy. Regas stated for those sold in 2018, those property taxes won’t be received until 2019. Mayor Patch stated that regardless of what is funded in the health care and the golf course the council will need to approve a levy increase. Klug stated it is not wise for the council to begin asking for the employees to make the budget cuts to health care and wages when the City has good employees. Regas stated turnover costs the City more. Councilor Kolb stated the City could stop giving raises and COLA raises. Klug suggested negotiating would be wise because once the City starts taking away from the employees that’s when you start to lose staff. Councilor Kolb stated his opinion that the staff is getting paid way too high for our City for how small the City is. Councilor Kolb asked over the past 5



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY AUGUST 27TH, 2018 5:30PM

WORK SESSION MEETING MINUTES

years has the general budget been under budget each year. Regas stated in some departments yes but on a whole for the general fund all the departments play a role into staying under budget.

- d. Negotiations – Regas stated there will need to be more meetings with the supervisors to discuss what the departments would like to see if there were to be any personnel changes before the council meets again. Mayor Patch wanted to be commented on the record that it is not his wish to take health care away from the employees.

3. **RESOLUTION 2018-02** - Revisions to Committee Assignments – the council agreed to adjust committee assignments held by former councilor Molnar.

4. **LMC REGIONAL MEETINGS** – Regas recommended available councilors to attend the upcoming regional meeting held October 17th in Bemidji. Regas stated this is the first time the LMC is holding the meetings later in the day to accommodate councilmembers that cannot make the meetings due to work and encouraged the board to attend. Mayor Patch, Councilors Kolb and Moore committed to attending.

NEW BUSINESS –

1. **Resolution 2018-20** – Resolution opposing the concept of allowing strong beer sales off premise sales in other retail businesses. Regas recommended the council approve the resolution at the next regular meeting. Council agreed to support the resolution. Nothing further.

ADJOURN – Council adjourned their work session at 7:21pm.

Christina Regas, City Administrator

Rudy Patch, Mayor

September 4th, 2018

FUND			Deerwood First				Total Balance of all Accounts
	Deerwood Checking BEGINNING BALANCE	Bill Report through 9/4/2018	Deerwood Checking ENDING BALANCE	Preferred Savings BEGINNING BALANCE	Deerwood First Preferred Savings Bill Report through 9/4/2018	Deerwood First Preferred Savings ENDING BALANCE	
GENERAL	\$165,492.97	\$13,411.26	\$152,081.71	\$80,260.96	\$0.00	\$80,260.96	
POLICE RESTRICTED CASH	\$39,215.21	\$0.00	\$39,215.21	\$0.00	\$0.00	\$0.00	
CEMETERY	\$657.62	\$114.19	\$543.43	\$1,476.31	\$0.00	\$1,476.31	
PERPETUAL CARE	\$6,865.64	\$0.00	\$6,865.64	\$53,168.01	\$0.00	\$53,168.01	
SEWER MAINTENANCE	\$0.00	\$0.00	\$0.00	\$58,466.34	\$0.00	\$58,466.34	
SEWER REPLACE.	\$0.00	\$0.00	\$0.00	\$8,584.20	\$0.00	\$8,584.20	
SCDP REVOLVING LOAN FUND	\$0.00	\$0.00	\$0.00	\$9,180.03	\$89.19	\$9,090.84	
FIRE DEPT RESERVE (TruckFund)	\$0.00	\$0.00	\$0.00	\$194,546.54	\$0.00	\$194,546.54	
PINE TREE PARK	\$48,219.06	\$893.26	\$47,325.80	\$0.00	\$0.00	\$0.00	
WATER SINKING FUND	\$0.01	\$0.00	\$0.01	\$104,841.50	\$0.00	\$104,841.50	
PUBLIC WORKS RESERVE FUND	\$0.00	\$0.00	\$0.00	\$17,204.08	\$0.00	\$17,204.08	
Fire Dept Special Equip Fund	\$151,991.37	\$0.00	\$151,991.37	\$25,901.40	\$0.00	\$25,901.40	
2018 Revolving Loan Fund (NEW)	\$0.00	\$0.00	\$0.00	\$228,728.78	\$0.00	\$228,728.78	
2006 GO BOND	\$40,533.86	\$66.00	\$40,467.86	\$33,368.75	\$0.00	\$33,368.75	
2009A Refunding Bond	\$40,619.26	\$0.00	\$40,619.26	\$13,942.37	\$0.00	\$13,942.37	
2011 Industrial Lane IntraLoan	\$8,334.61	\$7.00	\$8,327.61	\$0.00	\$0.00	\$0.00	
2012A Refund Bond Golf/Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2014A Disposal System Loan	\$19,583.79	\$0.00	\$19,583.79	\$0.00	\$0.00	\$0.00	
2017A Disposal System Project/Sum/Ma	\$145,983.48	\$0.00	\$145,983.48	\$0.00	\$0.00	\$0.00	
2017A Disposal Sys Loan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2017 PFA Debt Sys Bond Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TAX INCREMENT FINANCING	\$75,030.82	\$690.00	\$74,340.82	\$0.00	\$0.00	\$0.00	
WATER FUND	\$227,604.96	\$1,865.72	\$225,739.24	\$0.00	\$0.00	\$0.00	
SEWER FUND	\$109,512.01	\$10,469.37	\$99,042.64	(\$1,283.00)	\$0.00	(\$1,283.00)	
LIQUOR FUND	\$284,023.99	\$75,510.85	\$208,513.14	\$0.00	\$0.00	\$0.00	
LIQUOR RENT FUND	\$13,764.56	\$0.00	\$13,764.56	\$0.00	\$0.00	\$0.00	
GOLF COURSE	(\$64,629.99)	\$7,317.20	(\$71,947.19)	\$0.00	\$0.00	\$0.00	
WATER PROJECT FUND	\$20,305.88	\$0.00	\$20,305.88	(\$1,389.00)	\$0.00	(\$1,389.00)	
SEWER PROJECT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total:	\$1,333,109.11	\$110,344.85	\$1,222,764.26	\$826,997.27	\$89.19	\$826,908.08	\$2,049,672.34

Transfer Recommended:

Fund Transfer from: _____ Fund transfer to: _____ Amount of Transfer: _____

2018 Bond Payments: Principal: Interest: Fees: Total: _____

CITY OF BLACKDUCK

Monthly Bills

August 2018

Check Name	Amount		
Fund 101 GENERAL FUND		Fund 376 TAX INCREMENT FINANCING	
ACTIVE 911 INC	\$305.50	BELTRAMI COUNTY TREAS OFFICE	\$500.00
AMERIPRIDE LINEN & APPAREL	\$54.99	EHLERS AND ASSOCIATES	\$190.00
BECK AUTO SERVICE	\$647.79	Fund 376 TAX INCREMENT FINANCI	<u>\$690.00</u>
BELTRAMI COUNTY TREAS OFFICE	\$87.36	Fund 601 WATER FUND	
BELTRAMI COUNTY-AUDITOR/TREAS.	\$27.00	ACME Tools	\$179.98
BELTRAMI ELECTRIC COOP	\$2,174.52	BECK AUTO SERVICE	\$99.99
BLACKDUCK FAMILY FOODS	\$146.07	BELTRAMI ELECTRIC COOP	\$801.16
BOGART'S	\$1,054.21	BOGART'S	\$38.59
BOYLE LAW FIRM	\$182.00	MN DEPT OF HEALTH	\$471.00
CARD SERVICE CENTER	\$181.54	THEIN WELL CO	\$275.00
DESIGN ANGLER	\$1,440.00	Fund 601 WATER FUND	<u>\$1,865.72</u>
DRAHOS KIESON & CHRISTOPHER	\$292.50	Fund 602 SEWER FUND	
FORUM COMMUNICATIONS CO	\$79.80	BELTRAMI ELECTRIC COOP	\$2,192.88
GRAFIX SHOPPE	\$868.07	BLACKDUCK CO-OP	\$44.00
LEAGUE OF MINNESOTA CITIES	\$958.00	BOGART'S	\$24.55
MARCO SERVICE	\$182.01	NORTHERN IRRIGATION	\$8,125.10
MN MAYORS ASSOCIATION	\$30.00	NORTHWOODS LUMBER CO	\$82.84
NORTHWOODS LUMBER CO	\$61.15	Fund 602 SEWER FUND	<u>\$10,469.37</u>
QUILL CORPORATION	\$286.97	Fund 609 MUNICIPAL LIQUOR FUND	
SANFORD OCCUPATIONAL MEDICINE	\$143.00	AMERIPRIDE LINEN & APPAREL	\$518.44
THOMAS, DON	\$3,360.00	BECK AUTO SERVICE	\$4.61
TIMBERLINE SPORT	\$673.73	BELTRAMI ELECTRIC COOP	\$1,871.42
VERIZON WIRELESS	\$175.05	BEMIDJI COCA-COLA	\$590.50
Fund 101 GENERAL FUND	<u>\$13,411.26</u>	BERNATELLOS	\$614.00
Fund 201 CEMETERY FUND		Bernick Companies	\$7,194.05
BECK AUTO SERVICE	\$114.19	BLACKDUCK FAMILY FOODS	\$2,675.99
Fund 201 CEMETERY FUND	<u>\$114.19</u>	Breakthru Beverage	\$3,277.45
Fund 207 SCDP REVOLVING LOAN FUND		CARD SERVICE CENTER	\$311.53
BELTRAMI ELECTRIC COOP	\$89.19	D & D BEVERAGE	\$392.60
Fund 207 SCDP REVOLVING LOAN F	<u>\$89.19</u>	DICK DISTRIBUTING	\$16,206.95
Fund 209 PINE TREE PARK FUND		HEGGIES PIZZA LLC	\$534.75
BELTRAMI COUNTY SOLID WASTE	\$121.49	HENRYS	\$3,326.17
BELTRAMI ELECTRIC COOP	\$496.77	JOHNSON BROTHERS LIQUOR CO.	\$8,520.43
DOBMIER KARL	\$275.00	JUELSON PLUMBING & HEATING	\$86.10
Fund 209 PINE TREE PARK FUND	<u>\$893.26</u>	MIKINNON CO., INC	\$11,581.15
Fund 307 2006 GO BONDS		NAYLOR REFRIGERATION & HTG.	\$681.96
BELTRAMI COUNTY-AUDITOR/TREAS.	\$66.00	NEI BOTTLING INC	\$546.20
Fund 307 2006 GO BONDS	<u>\$66.00</u>	NORTH STAR ELECTRIC	\$119.31
Fund 311 2011 INDUSTRIAL LN INTRALOAN		NORTHWOODS ICE, INC	\$771.55
BELTRAMI COUNTY-AUDITOR/TREAS.	\$7.00	NORTHWOODS LUMBER CO	\$51.50
Fund 311 2011 INDUSTRIAL LN INT	<u>\$7.00</u>	OLD DUTCH	\$341.80

Check Name	Amount
Phillips Wine and Spirits	\$4,190.76
SANFORD OCCUPATIONAL MEDICINE	\$47.00
Southern Glazer's of MN	\$6,549.16
THOMAS, DON	\$3,240.00
TOTAL TAP SERVICES	\$64.00
US FOODS	\$1,105.64
VINOCOPIA INC	\$95.83
Fund 609 MUNICIPAL LIQUOR FUN	\$75,510.85
Fund 613 GOLF COURSE	
AMERIPRIDE LINEN & APPAREL	\$97.79
BECK AUTO SERVICE	\$24.33
BELTRAMI ELECTRIC COOP	\$659.95
BEMIDJI COCA-COLA	\$135.40
Bernick Companies	\$107.95
BLACKDUCK CO-OP	\$149.49
BLACKDUCK FAMILY FOODS	\$36.89
BOGART'S	\$202.96
Corner Garage	\$2,931.34
DICK DISTRIBUTING	\$300.15
HENRYS	\$337.21
HORNUNGS	\$112.22
MIKINNON CO., INC	\$73.60
MN GOLF ASSOCIATION	\$500.00
NEI BOTTLING INC	\$364.09
NORTHWOODS LUMBER CO	\$134.95
TESSMAN SEED COMPANY	\$700.74
TIMBERLINE SPORT	\$448.14
Fund 613 GOLF COURSE	\$7,317.20
	\$110,434.04

Water Fund

Year to Date Income Statement thru 08/31/2018

Water Operating Revenue:		Budget:
Water Meter Sales	\$0.00	\$210,657.00
Health Dept Charges	\$32.23	\$1,500.00
Penalties and Interest	\$0.00	\$0.00
Water Sales	\$135,922.88	\$0.00
Water Connect/Reconnect Fee	\$604.02	\$500.00
Water Penalty	\$1,006.95	\$1,750.00
Miscellaneous Revenues	\$1,737.36	\$0.00
Interest Earnings	\$0.00	\$0.00
Reimbursements	\$236.87	\$0.00
Total Water Revenues	\$139,540.31	\$214,407.00

Water Operating Expenditures:	Year to Date	Budget	Remaining
Full-Time Employees Regular	\$35,686.25	\$55,557.00	\$19,870.75
Full-Time Employees OT	\$533.94	\$500.00	(\$33.94)
Part-Time Employees	\$982.80	\$1,250.00	\$267.20
PERA	\$2,790.46	\$4,166.00	\$1,375.54
FICA	\$2,820.19	\$4,250.00	\$1,429.81
Employer Paid Health	\$6,602.63	\$11,585.00	\$4,982.37
Office Supplies (GENERAL)	\$30.12	\$200.00	\$169.88
Printed Forms	\$0.00	\$0.00	\$0.00
Electricity	\$7,567.48	\$11,000.00	\$3,432.52
Computer Supplies	\$0.00	\$0.00	\$0.00
Training and Instruction	\$20.00	\$500.00	\$480.00
Operating Supplies (GENERAL)	\$297.17	\$600.00	\$302.83
Cleaning Supplies	\$0.00	\$0.00	\$0.00
Motor Fuels	\$791.48	\$1,500.00	\$708.52
Lubricants and Additives	\$0.00	\$300.00	\$300.00
Chemicals	\$0.00	\$0.00	\$0.00
Chlorine	\$3,544.45	\$7,000.00	\$3,455.55
Fluoride	\$861.56	\$500.00	(\$361.56)
Repairs/Maint Supply	\$271.50	\$1,000.00	\$728.50
Equipment Parts	\$0.00	\$1,000.00	\$1,000.00
Building Repair Supply	\$0.00	\$300.00	\$300.00
Utility Maint Supply	\$0.00	\$0.00	\$0.00
Small Tools	\$254.44	\$500.00	\$245.56
Merchandise for Resale	\$0.00	\$750.00	\$750.00
Auditing and Acc't	\$3,000.00	\$3,000.00	\$0.00
Legal Fees	\$0.00	\$0.00	\$0.00
Testing/ Analysis	\$35.70	\$0.00	(\$35.70)
Engineering Fees	\$0.00	\$0.00	\$0.00
Professional Services	\$475.00	\$500.00	\$25.00
Other Professional Services	\$0.00	\$250.00	\$250.00
Telephone	\$67.66	\$500.00	\$432.34
Postage	\$602.81	\$750.00	\$147.19
Travel Expense	\$0.00	\$500.00	\$500.00
Freight and Express	\$0.00	\$0.00	\$0.00
Legal Notices/Publications	\$0.00	\$0.00	\$0.00
General Liability Insurance	\$291.60	\$300.00	\$8.40
Property Insurance	\$1,531.00	\$1,600.00	\$69.00
Workers Compensation	\$1,840.12	\$2,100.00	\$259.88
Unemployment Paid	\$0.00	\$0.00	\$0.00
State Connection Fee	\$1,369.00	\$1,800.00	\$431.00
Repairs/Maint Building	\$0.00	\$0.00	\$0.00
Repairs/Maintenance Structure	\$3,123.67	\$10,000.00	\$6,876.33
Repairs/Maintenance Machinery	\$38.59	\$1,000.00	\$961.41
Dues and Subscriptions	\$1,783.35	\$2,100.00	\$316.65
Uncolletable Checks/Bad Debt	\$117.04	\$0.00	(\$117.04)
Cash Short	\$0.00	\$0.00	\$0.00
Miscellaneous	\$13.48	\$0.00	(\$13.48)
Bank Service Charges	\$63.50	\$650.00	\$586.50
Total Water Expenditures	\$77,406.99	\$127,508.00	\$50,101.01

Other Water Expenditures:	Budget	Remaining
Transfer Fr Other Fund	\$0.00	\$0.00
PFA Debt Service Principal	\$6,089.00	\$0.00
PFA Debt Service Interest	\$1,319.27	\$971.18
Debt Service Bond Principal	\$45,000.00	\$0.00
Debt Service Bond Interest	\$18,918.75	\$0.00
Depreciation/Capital Outlay	\$0.00	\$15,000.00
Total	\$71,327.02	\$15,971.18

Net Total	(\$9,193.70)	\$214,806.20	\$66,072.19
------------------	---------------------	---------------------	--------------------

Sewer Fund

Year to Date Income Statement thru 08/31/2018

Sewer Operating Revenue:		Budget
Reimbursements (insurance proceeds)	\$375.00	\$0.00
Penalties and Interest	\$0.00	\$0.00
Interest Earnings	\$0.00	\$0.00
Sewer Sales	\$100,143.98	\$162,504.00
Farm Lease Agreement Revenue	\$3,049.40	\$3,160.00
Sewer Connect/Reconnect Fee	\$0.00	\$0.00
Swr Penalty	\$949.59	\$1,500.00
Charges for Service	\$725.00	\$0.00
Total Sewer Revenues	\$105,242.97	\$167,164.00

Sewer Operating Expenditures:		Budget	Remaining
Full-Time Employees Regular	\$38,148.23	\$58,835.00	\$20,686.77
Part-Time Employees	\$491.36	\$625.00	\$133.64
PERA	\$2,897.90	\$4,390.00	\$1,492.10
FICA	\$2,927.83	\$4,478.00	\$1,550.17
Employer Paid Health	\$6,894.43	\$12,086.00	\$5,191.57
Office Supplies (GENERAL)	\$30.12	\$200.00	\$169.88
Electricity	\$9,017.09	\$16,000.00	\$6,982.91
Training and Instruction	\$23.00	\$500.00	\$477.00
Operating Supplies (GENERAL)	\$373.42	\$500.00	\$126.58
Motor Fuels	\$467.49	\$1,750.00	\$1,282.51
Lubricants and Additives	\$221.08	\$750.00	\$528.92
Repairs/Maint Supply	\$170.97	\$500.00	\$329.03
Equipment Parts	\$0.00	\$0.00	\$0.00
Tires	\$0.00	\$0.00	\$0.00
Merchandise Resale	\$0.00	\$0.00	\$0.00
Building Repair Supply	\$0.00	\$0.00	\$0.00
Utility Maint Supply	\$0.00	\$0.00	\$0.00
Small Tools	\$98.83	\$600.00	\$501.17
Auditing and Acc't	\$3,000.00	\$3,000.00	\$0.00
Legal Fees	\$0.00	\$0.00	\$0.00
Chemicals and Chem Products	\$0.00	\$0.00	\$0.00
Testing/Analysis	\$316.21	\$1,000.00	\$683.79
Other Professional Services	\$0.00	\$1,000.00	\$1,000.00
Telephone	\$171.04	\$500.00	\$328.96
Postage	\$289.00	\$500.00	\$211.00
Travel Expense	\$0.00	\$500.00	\$500.00
Other Printing/Binding	\$0.00	\$0.00	\$0.00
Freight and Express	\$0.00	\$0.00	\$0.00
Legal Notices/Publications	\$0.00	\$100.00	\$100.00
General Liability Insurance	\$2,079.20	\$2,300.00	\$220.80
Property Insurance	\$1,496.00	\$1,500.00	\$4.00
Other Insurance	\$0.00	\$0.00	\$0.00
Automotive Insurance	\$0.00	\$0.00	\$0.00
Workers Compensation	\$2,119.39	\$2,500.00	\$380.61
Unemployment Paid	\$0.00	\$0.00	\$0.00
State Connection Fee	\$0.00	\$0.00	\$0.00
Repairs/Maint Building	\$0.00	\$0.00	\$0.00
Repairs/Maintenance Structure	\$4,449.66	\$8,500.00	\$4,050.34
Repairs/Maintenance Machinery	\$164.45	\$500.00	\$335.55
Dues and Subscriptions	\$3,093.35	\$3,200.00	\$106.65
Debt Service Bond Interest	\$0.00	\$0.00	\$0.00
Fiscal Agent Fee	\$0.00	\$0.00	\$0.00
Other Equipment	\$6,500.00	\$0.00	(\$6,500.00)
Other Miscellaneous	\$13.49	\$0.00	(\$13.49)
Total Sewer Expenditures	\$85,453.54	\$126,314.00	\$40,860.46

		Budget	Remaining
Debt Srv Principal 2014 Go Bond	\$3,000.00	\$3,000.00	\$0.00
2016 PFA Note Principal	\$8,970.50	\$9,000.00	\$29.50
2016 PFA Note Interest	\$3,879.25	\$3,849.75	-\$29.50
Depreciation/Capital Outlay	\$0.00	\$25,000.00	\$25,000.00
Total	\$15,849.75	\$40,849.75	\$25,000.00

Net Total \$3,939.68 \$167,163.75 \$65,860.46

Pine Tree Park
Year to Date Income Statement thru 8/31/2018

PTP Revenues	2018	2017
Reservation Fees	\$708.00	\$823.00
Grants	\$10,000.00	\$7,000.00
Camping Fees	\$12,592.00	\$11,931.00
Other Revenue	\$40.00	\$131.00
Contributions and Donations	\$0.00	\$0.00
Interest Earnings	\$0.00	\$317.93
Total PTP Revenues	\$23,340.00	\$20,202.93

PTP Expenditures	2018 YTD	2017 YTD	2018	
			Budget	Remaining
Full-Time Employees Regular	\$2,344.28	\$2,324.43	\$3,628.00	\$1,283.72
Part-Time Employees Regular	\$1,228.51	\$1,230.75	\$1,560.00	\$331.49
PERA	\$267.97	\$174.32	\$272.00	\$4.03
FICA	\$269.77	\$271.96	\$277.00	\$7.23
Employer Paid Health	\$407.88	\$293.76	\$698.00	\$290.12
Office Supplies	\$6.13	\$0.00	\$0.00	(\$6.13)
Electricity	\$2,010.24	\$1,581.09	\$2,500.00	\$489.76
Operating Supplies (GENERAL)	\$342.36	\$571.37	\$700.00	\$357.64
Cleaning Supplies	\$11.89	\$52.54	\$100.00	\$88.11
Motor Fuels	\$405.19	\$466.89	\$900.00	\$494.81
Lubricants & Additive	\$7.10	\$0.00	\$0.00	(\$7.10)
Repairs/Maint Supply	\$436.96	\$440.53	\$750.00	\$313.04
Equipment Parts	\$0.00	\$0.00	\$200.00	\$200.00
Other Professional Services	\$0.00	\$0.00	\$500.00	\$500.00
Postage	\$0.00	\$0.00	\$0.00	\$0.00
Advertising	\$386.00	\$374.50	\$800.00	\$414.00
Other Printing/Binding	\$0.00	\$0.00	\$0.00	\$0.00
General Liability Insurance	\$583.20	\$532.88	\$700.00	\$116.80
Property Insurance	\$1,971.00	\$1,910.00	\$2,100.00	\$129.00
Workers Compensation Insurance	\$0.00	\$0.00	\$0.00	\$0.00
Garbage	\$1,671.13	\$1,245.75	\$1,500.00	(\$171.13)
Repairs/Maint Building	\$0.00	\$0.00	\$0.00	\$0.00
Repairs/Maintenance Structure	\$0.00	\$0.00	\$0.00	\$0.00
Improvements Other	\$37.54	\$143.74	\$500.00	\$462.46
Repairs/Maintenance Machinery	\$1,113.00	\$833.46	\$1,500.00	\$387.00
Portable Restrooms	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$56.00	\$60.00	\$0.00	(\$56.00)
Transfer to General	\$0.00	\$0.00	\$0.00	\$0.00
Other Equipment	\$12,993.00	\$0.00	\$0.00	(\$12,993.00)
Dues and Subscriptions	\$0.00	\$0.00	\$275.00	\$275.00
Total PTP Expenditures	\$26,549.15	\$12,507.97	\$19,460.00	(\$7,089.15)
Net Profit	(\$3,209.15)	\$7,694.96		
Total	(\$3,209.15)	\$7,694.96		

Blackduck Municipal Golf Course
Year-To-Date Income Statement 8/31/2018

	Sales	Cost of Goods	Gross Profit	Gross Margin	Budget	Remaining
Beer	\$4,945.85	\$2,948.64	\$1,997.21	40.38%	\$3,000.00	\$51.36
Soft Drinks	\$3,534.31	\$2,686.69	\$847.62	23.98%	\$3,000.00	\$313.31
Food	\$1,714.67	\$1,244.58	\$470.09	27.42%	\$1,500.00	\$255.42
Golf Merchandise	\$1,646.32	\$713.62	\$932.70	56.65%	\$500.00	(\$213.62)
Clothing	\$1,074.00	\$988.00	\$86.00	8.01%	\$1,500.00	\$512.00
Total	\$12,915.15	\$8,581.53	\$4,333.62	33.55%	\$9,500.00	\$918.47

Charges for Services

Green Fees	\$31,790.53
Membership Fees	\$17,812.50
Trail Fees	\$628.50
Cart Storage	\$1,957.50
Rentals (Clubs, Carts)	\$1,088.35
Power Carts	\$15,575.35
Clubhouse Rental	\$575.00
Golf Tournament Revenue	\$800.00
Total Charges for Services	\$70,227.73

Total Income \$83,142.88

Less Operating Expense

		Budget	Remaining
Wages	\$36,683.14	\$48,650.00	\$11,966.86
PERA	\$919.32	\$2,550.00	\$1,630.68
FICA	\$2,806.36	\$3,725.00	\$918.64
Office Supplies	\$124.37	\$0.00	(\$124.37)
Heating Fuel	\$0.00	\$0.00	\$0.00
Electricity	\$4,187.32	\$6,000.00	\$1,812.68
Training & Instructions	\$0.00	\$0.00	\$0.00
Operating Supplies	\$852.12	\$1,000.00	\$147.88
Cleaning Supplies	\$92.32	\$100.00	\$7.68
Motor Fuels	\$3,115.59	\$3,000.00	(\$115.59)
Lubricants/Additives	\$484.43	\$250.00	(\$234.43)
Chemicals	\$1,008.91	\$4,500.00	\$3,491.09
Repair/Maint/Supplies	\$158.07	\$300.00	\$141.93
Equipment parts	\$1,019.55	\$300.00	(\$719.55)
Building Repair supply	\$55.29	\$150.00	\$94.71
Small Tools/Equipment	\$737.16	\$500.00	(\$237.16)
Tires	\$301.72	\$150.00	(\$151.72)
Auditing/Accounting	\$0.00	\$1,500.00	\$1,500.00
Medical Fees	\$470.00	\$500.00	\$30.00
Dram	\$0.00	\$750.00	\$750.00
Telephone	\$351.86	\$650.00	\$298.14
Cable Television	\$333.00	\$450.00	\$117.00
Other Equipment	\$0.00	\$0.00	\$0.00
Other Professional services	\$500.00	\$0.00	(\$500.00)
Postage	\$101.42	\$100.00	(\$1.42)
Advertising	\$111.00	\$400.00	\$289.00
Liability Insurance	\$2,114.10	\$2,000.00	(\$114.10)
Property Insurance	\$3,651.00	\$3,550.00	(\$101.00)
Work Comp	\$707.68	\$700.00	(\$7.68)
Unemployment	\$4,860.00	\$5,500.00	\$640.00
Insurance	\$0.00	\$0.00	\$0.00
Garbage Disposal	\$222.82	\$1,200.00	\$977.18
Repair/Maint Building	\$1,155.25	\$1,000.00	(\$155.25)
Repair/Main Structure	\$28.92	\$0.00	(\$28.92)
Repairs/Maint Machinery	\$5,264.56	\$4,000.00	(\$1,264.56)
Maintenance Course	\$5,684.34	\$4,000.00	(\$1,684.34)
Golf Cart Lease	\$0.00	\$0.00	\$0.00
Other Rentals	\$0.00	\$0.00	\$0.00
Leasehold Improvement	\$0.00	\$0.00	\$0.00
Dues and Subscriptions	\$1,464.88	\$1,300.00	(\$164.88)
Bank Service Charges	\$827.47	\$1,500.00	\$672.53
Debt Service Bond Principal	\$10,000.00	\$10,000.00	\$0.00
Interest	\$500.00	\$1,062.50	\$562.50
Equipment Bond Interest 2016	\$4,365.50	\$4,365.83	\$0.33
Equipment Bond Principal 2016	\$0.00	\$0.00	\$0.00

Total Expense	\$95,259.47	\$115,703.33	\$20,443.86
----------------------	--------------------	---------------------	--------------------

OPERATING INCOME OR LOSS **(\$20,698.12)**

Other Expenses

Misc. Expenses	\$0.00
Equipment - Gator	\$0.00
Management Fee	\$0.00
Capital Improvements	\$0.00
Transfer to General	\$0.00
Cash Short	\$19.93
Total Other Expenses	\$19.93

Other Income

Transfer Fr Other Funds	\$0.00
Transfer Fr Liq Str	\$0.00
Interest Earned	\$0.00
Reimbursements	\$300.00
Tee Box Revenue	\$3,000.00
Cash Over	\$39.66
Proceeds-Gen Obligation Equip	\$0.00
Total Other Income	\$3,339.66

NET INCOME OR LOSS YEAR TO DATE **(\$17,378.39)**

Sales Comparison YTD	2017 thru November	2018
Green Fees	\$29,604.70	\$31,790.53

YTD Comparisons:	2017	2018
Operating Revenue	\$76,001.35	\$86,482.54
Operating Expense	\$92,115.53	\$103,860.93
	(\$16,114.18)	(\$17,378.39)

Blackduck Municipal Liquor Store Income Statement Year to Date Ending 08/31/2018

476441.78

	Sales	Cost of Goods	Gross Profit	
Liquor Sales Off-Sale	\$154,627.63	\$126,524.59	\$28,103.04	18.17%
Beer Sales Off-Sale	\$317,957.05	\$246,681.50	\$71,275.55	22.42%
Wine Sales Off-Sale	\$25,774.84	\$15,756.13	\$10,018.71	38.87%
Other Sales On/Off-Sale	\$10,783.85	\$9,278.16	\$1,505.69	13.96%
Liquor Sales On-Sale	\$73,654.84	\$20,427.16	\$53,227.68	72.27%
Beer Sales On-Sale	\$93,266.32	\$20,328.49	\$72,937.83	78.20%
Wine Sales On-Sale	\$901.00	\$412.05	\$488.95	54.27%
Cigarette Sales	\$6,402.60	\$5,005.21	\$1,397.39	21.83%
Clothing	\$1,679.77	\$1,447.18	\$232.59	13.85%
Soft Drinks On Sale	\$10,943.71	\$6,571.48	\$4,372.23	39.95%
Food Sales	\$64,296.10	\$41,191.12	\$23,104.98	35.94%

GPM

Total \$760,287.71 \$493,623.07 \$266,664.64 35.07%

Less Operating Expense

2018 YTD

Budget

Remaining

Wages FT	\$33,815.04	\$52,027.00	\$18,211.96
Wages PT	\$74,255.55	\$102,402.00	\$28,146.45
PERA	\$7,081.54	\$10,900.00	\$3,818.46
FICA	\$8,263.40	\$11,855.00	\$3,591.60
Health Insurance	\$6,667.82	\$11,115.00	\$4,447.18
Office Supplies	\$463.93	\$750.00	\$286.07
Electricity	\$16,255.19	\$23,000.00	\$6,744.81
Computer Supplies	\$0.00	\$0.00	\$0.00
Training and Instruction	\$129.00	\$500.00	\$371.00
Operating & Bar Supplies	\$12,237.17	\$11,000.00	(\$1,237.17)
Cleaning Supplies	\$0.00	\$0.00	\$0.00
Bar Supply	\$153.66	\$0.00	(\$153.66)
Building Repair Supplies	\$119.31	\$0.00	(\$119.31)
Mix Expense	\$7,180.55	\$22,000.00	\$14,819.45
Auditing / Acct'g Services	\$6,500.00	\$6,500.00	\$0.00
Legal Fees	\$0.00	\$200.00	\$200.00
Other Professional Services/Cleaning	\$0.00	\$1,000.00	\$1,000.00
Telephone	\$861.76	\$1,350.00	\$488.24
Postage	\$288.77	\$300.00	\$11.23
Cable Television	\$685.50	\$1,000.00	\$314.50
Internet Access	\$594.65	\$1,000.00	\$405.35
Travel Expense	\$0.00	\$500.00	\$500.00
Freight	\$4,686.30	\$4,500.00	(\$186.30)
Advertising	\$655.00	\$0.00	(\$655.00)
Promotions/Entertainment	\$7,225.16	\$9,000.00	\$1,774.84
Legal Notices	\$0.00	\$0.00	\$0.00
Liability Insurance	\$2,114.10	\$2,300.00	\$185.90
Property Insurance	\$7,132.00	\$7,300.00	\$168.00
Dram Shop/Liquor Liability	\$4,012.00	\$5,000.00	\$988.00
Other Insurance	\$0.00	\$0.00	\$0.00
Work Comp	\$6,270.44	\$6,000.00	(\$270.44)
Water Utility	\$1,503.88	\$2,700.00	\$1,196.12
Garbage Disposal	\$3,448.67	\$6,000.00	\$2,551.33
Sewer Utility	\$0.00	\$0.00	\$0.00
Repairs & Maintenance	\$0.00	\$0.00	\$0.00
Repairs/Maintenance Building	\$11,796.88	\$10,000.00	(\$1,796.88)
Uncollectable Checks	\$88.75	\$200.00	\$111.25
Dues and Subscriptions	\$2,291.00	\$3,200.00	\$909.00
Bank Service Charges	\$11,608.81	\$13,500.00	\$1,891.19
Furniture & Fixtures	\$6,562.01	\$5,000.00	(\$1,562.01)
Office Equip & Furnishings	\$0.00	\$0.00	\$0.00
Improvements Other	\$7,599.87	\$1,000.00	(\$6,599.87)
Building & Structures	\$0.00	\$0.00	\$0.00
Medical Fees	\$235.00	\$350.00	\$115.00
Other Equipment	\$0.00	\$1,000.00	\$1,000.00

Total Operating Expense

\$252,782.71

\$334,449.00

\$81,666.29

Inventory Expense

(\$17,181.29)

NET INCOME OR LOSS

\$31,063.22

Other Expenses

Donations	\$11,123.00
Capital Outlay	\$0.00
Unemployment Paid	\$123.23
Cash Short	(\$45.21)
Misc. Expense	\$0.00
Total Other Expenses	\$11,201.02

Other Income	
Reimbursements (NSF)	\$1,475.46
Rent Income	\$6,390.06
Vending Income	\$3,878.60
Other Misc	\$1,529.75
Cash Over	\$426.24
Total Other Income	\$13,700.11

Gross Profit Before Transfers **\$33,562.31**

Transfer to General Fund \$20,000.00

Net Profit After Inventory Exp & Transfers **\$13,562.31**

Inventory at 1/1/2018 after inventory total	\$97,528.80
Inventory at 08/31/2018	\$116,776.36
Difference	\$19,247.56

Sales Comparison Year to Date Ending 08/31/2018

	2016	2017	2018	% of Increase from 2017-2018
Off -Sale Liquor	\$143,824.53	\$141,018.09	\$154,627.63	9.65%
Off-Sale Beer	\$309,151.62	\$304,885.91	\$317,957.05	4.29%
Off -Sale Wine	\$23,948.80	\$24,555.22	\$25,774.84	4.97%
Total Off-Sale	\$476,924.95	\$470,459.22	\$498,359.52	5.93%
On-Sale Liquor	\$65,163.97	\$64,230.39	\$73,654.84	14.67%
On-Sale Beer	\$80,470.39	\$82,527.52	\$93,266.32	13.01%
On-Sale Wine	\$625.48	\$620.08	\$901.00	45.30%
Total On-Sale	\$146,259.84	\$147,377.99	\$167,822.16	13.87%
Total On and Off Sale	\$623,184.79	\$617,837.21	\$666,181.68	7.82%

LG216 Worksheet for Calculating Lawful Gambling Monthly Rent

Organization Name Blackduck Fire Relief Site Name MUNICIPAL LIQUOR STORE	License Number 01944 Site Number 001 Bar op
(Use one worksheet for each site. If lease changes, use new worksheet.)	
A	Booth Operation Rent 1 List the % to be paid for paper pull-tabs, tipboards, paddletickets, electronic pull-tabs and electronic linked bingo conducted by the organization's employees 2 List the % to be paid for paper pull-tabs, tipboards, and paddletickets conducted by the lessor or lessor's employees 3 List the % to be paid for electronic pull-tabs and electronic linked bingo conduct by the lessor or lessor's employees
0.00 % 20.00 % 15.00 %	

A	B1	B2	C1	C2	D	E1	E2	F	G	H
	Booth Operation		Bar Operation		Rent Limit	Bar Operation Electronic Games		Total Rent	Bar Operation	
Month and Year	Multiply the total of this month's net receipts from paper pull-tabs, electronic pull-tabs, electronic linked bingo, tipboards, and paddletickets by the amount in Box 1.		Multiply the total of this month's net receipts from paper pull-tabs, tipboards, and paddletickets by the amount in Box 2.		If an amount was entered, in Col B, enter the sum of Col's B and C up to a max of \$1750. If Col B is blank, enter Col C.	Multiply the total of this month's net receipts from electronic pull-tabs and electronic linked bingo by the amount in Box 3.		Add Columns D and E. Report amount on Schedule A, line 22h.	Enter cash short for games sold from bar-op. Report amount on Sched A, line 22m. In month the Col H is paid.	Subtract Col G from Col F. This is the amount of rent to be paid. The amount is not reported on Sched A.
8 / 2017	0.00	0.00	2284.00	456.80	456.80	1076.25	161.44	618.24	18.00	600.24
9 / 2017	0.00	0.00	2592.00	518.40	518.40	714.90	107.23	625.63	5.00	620.63
10 / 2017	0.00	0.00	2119.00	423.80	423.80	0.00	0.00	423.80	72.00	351.80
11 / 2017	0.00	0.00	4432.00	886.40	886.40	131.85	19.78	906.18	0.00	906.18
12 / 2017	0.00	0.00	1871.00	374.20	374.20	425.65	63.85	438.05	56.00	382.05
1 / 2018	0.00	0.00	1551.00	310.20	310.20	834.85	125.23	435.43	12.00	423.43
2 / 2018	0.00	0.00	4792.00	958.40	958.40	413.15	61.97	1020.37	37.00	983.37
3 / 2018	0.00	0.00	2191.00	438.20	438.20	926.45	138.97	577.17	45.25	531.92
4 / 2018	0.00	0.00	4369.00	873.80	873.80	0.00	0.00	873.80	23.00	850.80
5 / 2018	0.00	0.00	7300.00	1460.00	1460.00	0.00	0.00	1460.00	23.00	1437.00
6 / 2018	0.00	0.00	5213.00	1042.60	1042.60	686.35	102.95	1145.55	1.00	1144.55
7 / 2018	0.00	0.00	3140.00	628.00	628.00	279.60	41.94	669.94	33.00	636.94

1 This amount may not exceed 10%.
 2 Enter no more than 10% if paper or electronic pull-tabs, tipboards, paddletickets (other than paddlemwheel without a table once weekly), or electronic linked bingo games are conducted by the organization's employees. Otherwise, enter no more than 20%.
 3 This amount may not exceed 15%.
 4 Electronic pull-tab rent is based on the receipts incurred during the month, and not on when each pull-tab deal is closed.
 5 If the amount in Column H is negative, contact your compliance specialist!

AUG 2 1 2018

Revolving Loan Funds used for Foreclosure

Date:	Attorney:	Utility:	Amount	Other:	Amount
	\$585.00	Beltrami Electric Coop Dec. 2017	\$94.20	Bonded Lock & alarm	\$243.87
	\$1,588.50	Blackduck Co-op	\$782.95	Northwoods Lumber	\$1.99
	\$195.00	City of Blackduck(utilities)	\$167.42	Beltrami County Auditor	\$7,098.45
	\$175.50	Beltrami Electric Coop Jan.2018	\$107.36	A&E Produce	\$1,000.00
	\$117.00	Blackduck Co-op 01/06/2018	\$841.31	LMCIT	\$2,895.00
	\$175.50	Beltrami Electric Coop Feb. 2018	\$103.18		
12/2/2017	\$1,531.50	Beltrami Electric Coop March 2018	\$91.25		
1/11/2018	\$667.00	Beltrami Electric Coop April 2018	\$99.91		
2/13/2018	\$195.00	Beltrami Electric Coop May 2018	\$89.15		
5/14/2018	\$1,353.00	Beltrami Electric Coop June 2018	\$88.56		
6/12/2018	\$500.00	Beltrami Electric Coop July 2018	\$87.55		
		Beltrami Election Coop August 2018	\$89.19		
<hr/>					
Totals:	\$7,083.00		\$2,642.03		\$11,239.31
<hr/>					
		Totals for all categories:		\$20,964.34	
		Total of RLF outstanding balance:		\$17,163.80	
		Total through 8/31/18:		\$38,128.14	



CITY OF BLACKDUCK APPLICATION FOR:

SANITARY SEWER DISCHARGE FOR HOLDING TANK WASTE
ADOPTED JUNE 5TH, 2017

Pd ck 10464
AUG 10 2018

Date Received:

PRINT all information on this application.

PERMIT NUMBER: 2018-03

- 1. Business Name: Jendick Heating cooling plumbing & septic
- 2. Phone Day: (218) 535-4050 Night: (218) 766-5931
- 3. Address: PO Box 193 City: Blackduck State: MN Zip: 56630
- 4. E-mail address: Tony.jendick@tdsnail.com
- 5. Minnesota Pollution Control A (MPCA) Permit Number: 2353 Permit Expires: 6/4/19
- 6. Business FEIN: 82-1096339

I hereby declare that I am the owner, or authorized agent of the owner, of the above described business and I agree to keep adequate records of each tank load disposed of at the City of Blackduck Wastewater Facility Stabilization Ponds indicating origin, type and volume of waste. I further agree to only dispose of acceptable waste according to the Sanitary Sewer Discharge Policy for Holding Tank Waste. I further understand that the foregoing information contained on this application is a true and correct statement of my intentions. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I have also read and understand the instructions and information listed on the policy on the backside of this form.

7. Signed by Applicant: Tony Jendick Date: 8/10/18

***** (The following to be completed by the City) *****

Sanitary Sewer Permit Approved By: _____ Date: ___/___/___ Permit Fee: \$100.00
 Sanitary Sewer Permit Denied for _____ Date: ___/___/___
 Public Works Supervisor: [Signature] Date: 8/14/18

\$100.00

**SANITARY SEWER
DISCHARGE PERMIT**

No. 2018-03

License is hereby Granted to:

Nendick Heating Cooling Plumbing & Septic

MPCA License Number: 2355 expires 6/4/2019

**TO DISCHARGE: WASTEWATER
PREMISES LOCATED AT
City of Blackduck Wastewater Facility Stabilization Ponds**

In the City of Blackduck, County of Beltrami, State of Minnesota
for the period commencing January 1, 2018 and terminating December 31, 2018 at midnight.

This license is granted pursuant to application and payment of fee therefore and is subject to all the provisions and conditions of the laws of the state and of the federal government pertaining to such sale, and is revocable for violation thereof. Not transferable.

WITNESS THE GOVERNING BODY of the CITY OF BLACKDUCK and the seal thereof this 4th day of September, 2018
The Council of the City of Blackduck

Attest: _____
Administrator

by _____
Mayor



CITY OF BLACKDUCK RESOLUTION NO: 2018-21

RESOLUTION AUTHORIZING THE CITY TO REGAIN OWNERSHIP OF UNUSED CEMETERY LOTS

WHEREAS, the City of Blackduck established and is the continued landowner of the Lakeview Cemetery, and

WHEREAS, the City Council of the City of Blackduck shall by Blackduck City Ordinance §600.02 act as ex officio of Trustees of the Lakeview Cemetery and shall perform all the duties devolving upon the trustees of cemetery associations as defined by the laws of this State, and

WHEREAS, the City of Blackduck has the authority by MN Statute §306.242 to revest itself with the title to part of a cemetery that was conveyed by deed to a person but has not been used for the purposes of burial for more than 60 years, and

WHEREAS, the City of Blackduck has recorded grave spaces deeded to persons not used for purposes of burial over 60 years and cannot personally service notice to said persons,

<u>SECTION</u>	<u>LOT</u>	<u>GRAVE SPACE</u>
F	7	1,2,3,4
F	8	1,2,3,4
F	9	1,2,3,4
F	10	3,4,5,6,7,8
F	20	1,2,3,4,5,6,7,8
F	21	3,4,5,6,7,8
F	22	5,6,7,8
F	34	5,6,7,8
G	11	1,2,3,4,5,6,7,8
G	15	1,2,3,4,5,6,7,8
G	17	6,7,8
G	18	1,2,3,4
G	21	1,2,3,4,5,6,7,8
G	22	2,3,4,6,7,8



CITY OF BLACKDUCK RESOLUTION NO: 2018-21

G	24	1,2,3,4,5,6,7,8
G	25	5,6,7,8
G	33	1,2,3,4
G	34	2,3,4

THEREFORE, BE IT RESOLVED, the City Council of the City of Blackduck hereby authorizes publication to said persons to express an interest in retaining the cemetery plot(s) and submit satisfactory evidence of an intention to use the plot(s) for future burial within 60 days of service or the owner's right are terminated.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Blackduck hereby authorizes after the 60 days of service has expired that part of the cemetery again belongs to the Lakeview Cemetery.

Adopted by the City Council on September 4th, 2018

Rudy Patch, Mayor

Christina Regas – City Administrator

August 29, 2018

City of Blackduck

PO Box 380

8 Summit Ave NE

Blackduck, MN 56630

ATTN: Mr. Bob Klug

Sent via US Mail and email: Bob Klug <bob.klug@blackduckmn.com>

SEP 04 2018

RE: Application for Waiver to City Ordinance No. 213
Property: 188 Main Street North, Blackduck, MN
Property Owner: Raymond (Bob) and Kathy Finney
Applicant: Minnesota Pollution Control Agency
MPCA Leak Number: 19886
WCEC Project Number: 16-11000-30

Dear Mr. Klug:

West Central Environmental Consultants, Inc. (WCEC) has been the contractor overseeing a petroleum leak site investigation for the Minnesota Pollution Control Agency (MPCA) at the Raymond (Bob) and Kathy Finney residence located at 188 Main Street North in Blackduck, MN. This investigation is the result of a leaking heating oil tank that was on the Finney property.

Although the tank and soil immediately surrounding the tank has been removed, some fuel had leaked out and impacted the soil and groundwater surrounding the Finney residence. There are some impacts to the water that is entering the sump pump basin. As part of the cleanup, WCEC has had to install granulated activated carbon vessels to the discharge of the Finney's sump pump. The discharge water is then transmitted onto the lawn owned by the Finneys.

During the previous winters that WCEC supervised the operation, the discharge would freeze causing backup into the basement. Heat tape was applied to the discharge hose, which was not 100% effective with the extreme cold temps. WCEC only makes trips to the site approximately every three months to monitor the operation. With the Finney's not occupying their home the entire winter, supervising the discharge will be problematic. If there is a problem that occurs with the discharge, the results won't become apparent until the Finney's are home, or WCEC makes a visit and water damage could occur in their basement. The water that is being pumped from the sump basin no longer has free floating product, and the lab results collected from the last five events (December 2017 through July 2018) showed that dissolved contamination are between 1.6 to 2.6 parts per million of diesel range organics (DRO).

On behalf of the MPCA as an applicant, WCEC requests a waiver to City Ordinance 213 to allow the sump pump water to be discharged directly into the sanitary sewer between October 15, 2018 and April 1, 2019. A check for \$50.00 to the City of Blackduck is enclosed.

Please call Jesse Frank or myself at (320) 589-2039 if you have any questions.

Sincerely,



Matthew Johnson
Sr. Project Manager/Geologist

Enclosure



CITY OF BLACKDUCK RESOLUTION NO: 2018-20

RESOLUTION OPPOSING THE CONCEPT OF ALLOWING STRONG BEER, SPIRITS & WINE TO BE SOLD, FOR OFF PREMISE CONSUMPTION, AT ANY OUTLET OTHER THAN THE MUNICIPAL LIQUOR STORE

WHEREAS, the sale of strong beer, spirits and wine for off premise consumption, in any Blackduck business outlet, other than the Municipal Liquor Store, could cause problems in our youth and at-risk adults of uncontrolled and excessive drinking and subsequent increases in police protection and public health cost; and

WHEREAS, the sale of strong beer, spirits and wine in any Blackduck grocery and convenience stores, for off premise consumption, other than the Municipal Liquor Store would be damaging, injurious and otherwise detrimental to the financial status of the Blackduck Municipal Liquor Store and the City itself

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Blackduck hereby express our opposition to the sale of strong beer, spirits and wine, for off premise consumption, in the City other than at the Blackduck Municipal Liquor Store.

Adopted by the City Council on September 4th, 2018

Rudy Patch, Mayor

Christina Regas – City Administrator



CITY OF BLACKDUCK

RESOLUTION NO: 2018-22

A RESOLUTION APPROVING AN ASSESSMENT FOR PAST DUE UTILITY CHARGES

WHEREAS, the City Code of the City of Blackduck Ordinance 215 entitled “Utility Rates and Collection Procedures” Section 6: entitled “Collection with Real Estate Taxes” states “the City of Blackduck may prepare an assessment roll each year providing for assessment of the delinquent amounts against the respective properties served.”

AND WHEREAS, the City of Blackduck shall deliver the assessment roll to the City Council for adoption on or before October 15th of each year those delinquent amounts,

BE IT RESOLVED by the Council of the City of Blackduck, County of Beltrami, Minnesota, that an assessment for past due utility charges, specifically the municipal water and sewer charges, be placed on the property taxes of the following properties:

Nicole & Dan Lucente Amount of \$415.91
Past Due Utilities
57 3rd Street SE
Blackduck, MN 56630
Parcel #81.00206.00

Larry Haglund Amount of \$253.25
Past Due utilities
596 Main Street N.
Blackduck, MN 56630
Parcel #81.00329.00

Adopted by the City Council on September 4th, 2018

Rudy Patch, Mayor

Christina Regas – City Administrator



CITY OF BLACKDUCK RESOLUTION NO: 2018-02

A RESOLUTION OF ANNUAL APPOINTMENTS AND DESIGNATIONS FOR 2018

WHEREAS, annually, at their first meeting in January, the Blackduck City Council handles annual designations and appointments; and

WHEREAS, included is the designation of the Official Newspaper, Official Depositories and Official Posting, and

WHEREAS, included is the designation of a Vice Mayor; and

WHEREAS, included are the appointments of City Councilors and staff to various boards and commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Blackduck City Council does hereby make the annual designations (Exhibit A attached hereto) and appointments (Exhibit B attached hereto), effective immediately upon adoption.

Revised by the Blackduck City Council this 4th day of September 2018.

APPROVED:

Rudy Patch, Mayor

Christina Regas, City Administrator



CITY OF BLACKDUCK RESOLUTION NO: 2018-02

EXHIBIT A

DESIGNATIONS

OFFICIAL NEWSPAPER:	Blackduck American
OFFICIAL POSTING LOCATION:	Blackduck City Hall 8 Summit Avenue NE, Blackduck
OFFICIAL DEPOSITORY:	Deerwood Bank
CITY ATTORNEY:	Boyle Law Office, International Falls
CITY ATTORNEY:	Drahos, Kieson and Christopher, Bemidji



CITY OF BLACKDUCK

RESOLUTION NO: 2018-02

EXHIBIT B

APPOINTMENTS AND REPRESENTATION ON VARIOUS COMMITTEES

Vice Mayor	Jason Kolb
City Assessor:	County Assessor, Joe Skerik
City Engineer:	Curt Meyer, Widseth Smith Nolting
Park & Trail Board:	Will Sellon, Jason Kolb, Bob Klug Jr, and Christina Regas
Personnel Committee	Rudy Patch, Paige Moore, and Christina Regas
Public Works Committee:	Rudy Patch, Jason Kolb, Christina Regas and Bob Klug Jr.
Liquor Committee:	Jason Kolb, Rudy Patch, Shawnda Lahr, and Christina Regas
Finance Committee:	Christina Regas, William Sellon, and Rudy Patch
Public Safety Committee:	Paige Moore, Jace Grangruth, Christina Regas, Brian Larson, Jason Kolb
Zoning Administrator:	Christina Regas
Planning Commission:	Kurt Cease, Kurt Benson, Bob Klug Sr., Ernie Tindell, Christina Regas, and Russel Kunkel
Library Board:	Mary Salmonson, Miriam Osborn, Katie Haws, Lorraine Warden, Paula Erickson, Ruth Rossman, Brock Howard
Kitchigami Regional Library Representative	Kendra Murray
HRA:	Will Sellon, Rudy Patch, OPEN, OPEN , and Christina Regas
Revolving Loan Fund Committee:	Dwight Kalvig, Grant Frenzel, Rudy Patch, Christina Regas, William Sellon, and a designee appointed by the Committee.
Ambulance Board Representative:	Christina Regas



CITY OF BLACKDUCK

RESOLUTION NO: 2018-02

Joint Powers Emergency Services
Board:

Rudy Patch

Safety Committee:

Bob Klug Jr., Christina Regas, Andrew Jespersen, and
Shawnda Lahr

Historical Preservation Committee:

Gene Kjellberg, Glennis Moon, Avonel Kjellberg, Shirley
Gilmore, Mary Joy, Marilyn Page, Lavone Peterson, Ann
Floura, Carol Hannigan, Marie Juelson

Blackduck Municipal Golf Board:

Dawn Jourdan, Kevin Erpelding, Christina Regas, Rudy
Patch, and Jim Andersen