



AGENDA ITEMS:

1. OLD BUSINESS –
 - a. Liberty Drive & Croswell Avenue Improvement Financing Options – Curt Meyer
Public Hearing Minutes [Liberty & Croswell](#)
 - b. Golf Cart Shed Reconstruct & Finance update
Financing terms update – [RLF Committee Recommendation](#)
[Building Permits](#) & [Variance Permits](#) - submitted

2. NEW BUSINESS –
 - a. City Building Designs & Redesigns – Steve WSN Architect
City Hall renovation plans
Liquor Store renovations
Maintenance Garage
 - b. The Pond Catering Opportunity – [Liquor Committee minutes](#)
 - c. [Conveyance of Forfeited Lands](#) – 2016 Deeds expire in 2020 Parcels [81.00368.00](#) & [81.00454.00](#) - [State Statute 282.01](#) -Deed #[0212014](#) & [0212015](#)
 - d.
 - e. [LMC Elected Official Institute deadline](#) – February 28-29, 2020 Baxter, MN

3. ADJORN



BLACKDUCK CITY COUNCIL PUBLIC HEARING
MONDAY, DECEMBER 16, 2019 @ 6:00PM
LIBERTY DRIVE PUBLIC HEARING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in Public Hearing at Blackduck City Hall at 6:00pm. December 16, 2019. Meeting called to order by Mayor Patch and the Pledge of Allegiance was not stated.

ROLL CALL:

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

Councilors Absent: none

Staff Present: City Administrator Christina Regas, and Public Works Supervisor Mike Schwanke, City Engineer Curt Meyer

Others Present: Liberty Drive Residents Joe Wilhelmi and Chris Dirkes

UTILITY & ROAD IMPROVEMENTS TO LIBERTY DRIVE FROM MAIN STREET N. TO MNDOT 71

1. Description of Liberty Drive Improvement – Review of Feasibility Report – Curt Meyer was present to review the proposed improvements to Liberty Drive. Meyer reported the City of Blackduck ordered the feasibility report and scheduled the public hearing for the public to hear about the existing conditions of Liberty Drive and why the City is considering the improvements and the proposed costs of the project. Meyer reviewed the conditions stating currently the road built in 2001 is showing multiple signs of distress and fatigue, indicating the need for reconstruction. Meyer further stated the project may include replacing the curb and gutter, the pavement, the storm sewer, install drain tile and concrete driveway aprons, and catch basins. Meyer further stated geotextile fabric will be placed at the bottom of the subcut, to serve as material separator between the aggregate base and organic materials.
2. Project Cost – Meyer provided for review an estimated project cost of \$569,130. Meyer stated the City may decide not to improve the entire stretch of the road and instead complete the project in two phases.
3. Conclusion – Meyer stated it is recommended the City of Blackduck review the feasibility report and discuss the report with the residents of the area and decide if the project will move forward. Meyer reported if the City agreed the project should move forward, the City would proceed immediately with the necessary engineering, legal, and administration tasks associated with an assessment-type improvement project for the Summer of 2020.
4. General Questions & Answers –
 - a. Rudy Patch – Has there been any improvements to the road since its original build.
 - i. Chris Dirkes stated Yes – there was some storm sewer replaced back when Nayda Cheney was on the City Council. Meyer stated that came before him and was uncertain of the year.
 - b. Joe Wilhelmi – What is the normal life expectancy of a road in Blackduck.
 - i. Meyer stated 15 years is normal, with the clay soils in Blackduck it could be less – perhaps 10 years.
 - c. Joe Wilhelmi - Is there a fair number of roads replaced in the City?
 - i. Meyer stated the City does not, but if you were to drive around the City one would see that there are some roads that are in reasonable condition, and some



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that are in terrible shape. Those that are not in good condition could be for similar reasons to Liberty with sump pump hoses emptying out onto lawns and soils being very wet. Meyer stated it is difficult to determine how wet some area of the City is going to be than others.

- d. Christina Regas – When the road was built during the development was the storm sewer not placed deep enough in the road and is that what is causing the issues.
 - i. Meyer – Yes, the road was built during the development and did not follow a City standard for roads at that time. Storm sewer could be placed deeper with a V-type trench and it could be wrapped to prevent movement. Meyer also stated it is difficult to know how far down to place the storm so as to not conflict with sewer and water services.
- e. Rudy Patch – What year was the road built?
 - i. Regas – 2001 – completed by the developer
- f. Christina Regas – Is there a better solution for resident’s sump pumps?
 - i. Meyer – provide some way for residents to tie into the storm like drain tile that runs under the curb. Meyer stated it isn’t the best solution. It is best to tie right into the storm sewer with a solid pipe for everyone to tie into but it is more expensive solution.
- g. Joe Wilhelmi – Will the residents on Liberty Drive solely be paying for the project.
 - i. Regas & Meyer – The City has an assessment policy and for road improvements it is assessed by amount of frontage of property owner. There may be some City funding available to offset the Purdon to the property owners. Regas further stated the costs are split overtime with bonding for 10-15 years and the policy has a percentage set in the assessment policy. Meyer stated the assessment cannot exceed the value that is added to the adjacent property and the life expectancy of the improvement.
- h. Max Gullette – Are there pro’s and con’s in doing this project in 2 parts versus 1.
 - i. Meyer – With this size of a project, cutting it in half the project becomes a little small. Meyer stated most contractors have enough work and can be ‘choosier’ of what they would like to take. A larger project will be more of an incentive for a good contractor to bid for. Meyer stated by cutting this project in half he believes it will still be attractive enough to gain bidders that way the City can address the worst of the road at this time. Meyer stated the project with the storm sewer would most likely not be in ‘half’ but more like two thirds due to the length of the storm putting that portion of the project to approximately \$300,000. Meyer stated if the storm is treated separately, he recommends tying it together with another project.
- i. Rudy Patch – What is the life expectancy of the utility in that road?
 - i. Meyer – This road is new and all the utility is PVC so the life on that can be almost 100 years but it is unknown. What is less is the grading of the manholes and the project could include inspecting those. Meyer further recommended inspecting the manholes and planning in 15-20 years relining the manholes. Regas asked if relining be tied into the project? Meyer stated no it is self-contained.
- j. Rudy Patch – Has there been any issues on Liberty Drive with water or sewer lines freezing up?



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- i. Meyer – Has no knowledge of any issues on that road with freezing lines but would like to know if there has been. Dirkes stated he has been in his home since 2003 and has no knowledge of freezing lines in the development.
- k. Jason Kolb – Can the aggregate or under layer be saved?
 - i. Meyer – it is a thin layer of aggregate and could be good fill but not good base-layer so it could be used for surfacing in some gravel areas in the City.
- l. Rudy Patch – Are sidewalks needed in the development.
 - i. Dirkes & Kolb – no, most residents use the walking trail and kids play in the road. Kolb stated his concern is just through traffic and speeding.
- m. Christina Regas – What is the depth of the subgrade now.
 - i. Meyer – this is unknown, there are not good ‘as-builts’ of the subgrade to reference. Meyer stated bores could be completed to find out and that will help to know if reclaiming the asphalt and aggregate is deep enough to reuse.
- n. Chris Dirkes – If the project moves forward with the residents be able to get in and out of their homes.
 - i. Meyer – the road is wide enough so the contractor should keep one lane of traffic open at all times.
- o. Rudy Patch – How long would a project of this size take a contractor to complete.
 - i. Meyer – A project of this size weather permitting should be able to be completed in 5 weeks.
- p. Max Gullette – If nothing is done and the project is not completed how much longer can the road last.
 - i. Meyer – There will be parts of the road that will need to be cut-out and repaired because of the amount of movement from the storm sewer and the reason the voids that are seen now is from movement under the bituminous. Meyer stated with clay soils the particles suspend and don’t void as fast as sand so it is unpredictable.
- q. Rudy Patch – Are there other driveways that are having issues washing away.
 - i. Schwanke – it is difficult to say unless you dig. Meyer stated when the curbs tilt back that is a sign.
- r. Rudy Patch – If the City moves forward with the project when will it begin.
 - i. Meyer – if the project is ordered at the January meeting then the design process can begin and then a good plan set can take about 8 weeks. Meyer stated bidding in April is possible so the project could begin in June. Meyer stated with road projects funding has less options except for loan dollars.

Mayor Patch called for further questions on the project.

Mayor Patch called again for further questions on the project.

ADJOURN – Moved by Mayor Patch and seconded by Councilor Moore to adjourn the meeting at 6:42pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor



BLACKDUCK CITY COUNCIL PUBLIC HEARING
MONDAY, DECEMBER 16, 2019 @ 7:00PM
CROSWELL AVENUE PUBLIC HEARING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in Public Hearing at Blackduck City Hall at 7:00pm. December 16, 2019. Meeting called to order by Mayor Patch and the Pledge of Allegiance was not stated.

ROLL CALL:

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

Councilors Absent: none

Staff Present: City Administrator Christina Regas, and Public Works Supervisor Mike Schwanke, City Engineer Curt Meyer

Others Present: Croswell Avenue Residents: Jim Wolden, Karl Erickson & Sue Rasmussen, Scott Magoon, Rhonda Ferdig, Russell & Sharon King

RECONSTRUCTION OF THE SOUTHERN 420 FEET OF CROSWELL AVENUE

1. Description of Croswell Avenue Improvement – Review of Feasibility Report – Meyer was present to the City council and residents the description of the proposed improvement of Croswell Avenue. Meyer reported the City of Blackduck ordered the feasibility report and scheduled the public hearing for the public to hear about the existing conditions of Croswell Avenue and why the City is considering the improvements and the proposed costs of the project. Meyer stated the southern most 420 feet of Croswell Avenue is showing multiple signs of distress and fatigue, indicating the need for reconstruction. Meyer stated the proposed improvements may include removing and replacing the aggregate road surface and clay/organic subgrade, culverts; ditching in the right-of-way and grading the Croswell/Carlson intersection. Meyer further stated the project would include installing a geotextile fabric to serve as a material separator between the aggregate base and organic materials; driveway culverts and centerline culverts will be installed as necessary to maintain drainage; topsoil will be provided in disturbed areas; and turf establishment will be included.
2. Project Cost – Meyer provided for review an estimated project cost of \$42,097. Meyer stated the road suffered additional damage in the Spring of 2019 due to a wet season and there is existing class 5 that was added to the road and that will be needed to be removed prior to the improvement. Meyer stated the ditching will assist with the subgrade by moving water in a better way. Meyer stated there will not be a large visible difference to the road once completed but the roadway will be higher than it is now. Meyer stated at this time there are no plans to pave the road, but the project will stabilize the road for a future paving project if the City chose to.
3. Conclusion – Meyer stated it is recommended the city of Blackduck review the feasibility report and discuss the report with the residents of the area and decide if the project will move forward. Meyer reported the City agreed the project should move forward, the City would proceed immediately with the necessary engineering, legal, and administration tasks associated with an assessment-type improvement.
4. General Questions & Answers –
 - a. Scott Magoon – Will the road elevation be raised 4”?
 - i. Meyer – The actual elevation in some areas may raise but the overall elevation will remain the same. The plan is to cut-down so the finished profile is higher.



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Meyer stated there is a portion of the road where Carlson and Croswell meet where a culvert crosses the road and there would be more cover added to the road and replace the culvert so it would be prepared for paving. Meyer stated the plan would be to ditch and move the culvert down but if that can't be done significantly then the plan may include raising the grade 6" in that area.

- b. Paige Moore – When the project is under construction will the road being it is only 20' wide be passable and remain open as it is not as wide as other roads in the City.
 - i. Meyer – The road should be able to remain open as the contractors would only work on one lane at a time, however, if the road gets wet during construction there is always a chance the stability of the road could get worse making it difficult to pass. Meyer stated since Croswell is a dead-end road, emergency vehicles need to get in it and the contractors know that. Meyer stated there is always a chance additional material may have to be brought in to bridge the road temporarily during construction.
- c. Rudy Patch – Does Scott Magoon have a sump pump on the Croswell side of the home that water goes into the ditch and does that need to be considered where it goes.
 - i. Meyer – The ditch will be graded in such a way where the water will have somewhere to escape.
- d. Sharon King – How deep is the ditch going to be?
 - i. Meyer – the attempt will be 24" but if there are some trees that could be impacted then there could be discussion with home owners.
- e. Jim Wolden – I built the road in late 80's early 90's and I don't ever remember having issues with the road until last year. Why are there issues now what changed?
 - i. Meyer – A heavy wet year and Spring a combination of heavy vehicles in and out of the area can create ice dams in the ditches and as the road gets older clays migrate up into the road. It is not just a result of one bad winter, but we don't have the luxury of seeing how it breaks up overtime.
- f. Jim Wolden – How much percentage does the City plan on funding the project.
 - i. Meyer – The City has an assessment policy that states what percentage the City assumes and what the property owners assumes. Regas stated the City has not determined what portion of the project the City will fund. Regas further stated the City will need to hold additional public hearings to determine those amounts.
- g. Jim Wolden – The 420 feet was not a plotted street when Townsend Addition was added to the City of Blackduck and it was more of a driveway back then.
 - i. Regas – the subdivision north of Croswell has grown and more homes are in the area so more increased traffic is on the road (i.e. Residential vehicles; buses; garbage trucks, etc.)
- h. Jim Wolden – Were the cement trucks a factor to the deterioration of the road.
 - i. Regas – it is difficult to tell. Wolden stated he did not think the cement trucks should have never been able to enter the road when they did and that is the City's responsibility to keep road restrictions on. Regas stated to her knowledge road restrictions were not on.
- i. Karl Erickson – The cement trucks were in 2018 for his slab grade home that was built on Croswell. There were two loads of crushed granite to be delivered, he was not present when it was delivered, and the granite was delivered over the frost boil then it started to rain. Erickson stated the year before the road was fine. Erickson stated there has been



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- additional 'hauling' in the area of the township in previous years. What about ditching on the westside of Croswell?
- i. Meyer – yes there will be ditching on the westside, however none of the driveways should be impacted. Erickson stated he still have more on his project to do but will take care to ensure the road is in good shape for delivery.
 - j. Rudy Patch – What is the life expectancy of Croswell given it is a dirt/gravel road?
 - i. Meyer – an urban section of road could be 15 years and since roads that are gravel have more flexibility to move and clays that can migrate up then that will weaken the road but a gravel road will last longer.
 - k. Jim Wolden – Why can't the road improvement be deferred until the ditching is completed and see if that takes care of the problem.
 - i. Meyer – the rock that is in the road now needs to be removed, and there is a need for a roadway to have consistency. The City may decide to just ditch the roadway.
 - l. Russ King – How many properties would be assessed?
 - i. Regas – in the municipal boundaries there are only 6 property owners and one is to the south of Carlson. Regas further stated the City discussed the state of the road with Hines Township board to ask to consider a shared cost for the improvement but that is an unknown at this time.
 - m. Rudy Patch – What is the total amount of property owners in the township?
 - i. Regas – She believes it is 10 property owners.
 - n. Scott Magoon – I hope the City has consideration for how much is assessed since he barely uses Croswell except to park his camper in the back of his property.
 - i. Regas – this public hearing is a beginning, and if the City choses to only do the ditching the assessment may not happen.
 - o. Max Gullette – Will Magoon be assessed for both Croswell & Carlson?
 - i. Meyer – that would be determined based on what will need to be completed to the culvert at the corner. Gullette asked where the City draws the line.
 - p. Jim Wolden – The culvert that is in Carlson is only on the east side of the intersection and there is not one on the west.
 - q. Rudy Patch – Is the driveway on the westside of Carlson in the City.
 - i. Wolden – that is a City road.
 - ii. Regas – that is a driveway
 - iii. Wolden – the City has been plowing it for years.
 - iv. Rasmussen – met with Keely's regarding property lines and Keely stated part of Carlson is City road.
 - v. Regas – the only way to really know would be to find the property lines
 - r. Rhonda Ferdig – What point would the assessment go north into the township and how far?
 - i. Regas – The City has no jurisdiction in the township and that is why the City met with the town board.
 - ii. Meyer – in the past when a roadway enters into a township each property owner would be assessed the same amount no matter how close to the project, but the township would have to determine that. Meyer stated it may not even be an assessment but a charge to assist in the funding.
 - s. Magoon – What kind of timeline is being considered?



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- i. Meyer – not in the Spring 2020 until the road can dry out but shortly after.
- t. Max Gulette – Is there anything public works can do to mitigate the water.
 - i. Schwanke – as far as plowing the best would be to load all the snow out of the area, the road is flat with not much slope for the water to go anywhere.
 - ii. Meyer – the spring of 2019 did not help the road.
- u. Rudy Patch – Does the county plow the road in the winter or does the City?
 - i. Schwanke – the city plows the snow in the winter. Wolden asked if there is formal agreement between the town and city. Schwanke stated that there is an agreement between the county road supervisor and himself. Schwanke stated the county takes care of Beighley road and the City takes care of Croswell.
 - ii. Regas – the plowing of snow was discussed with the township.
- v. Erickson – does the County take care of the grading in the summer?
 - i. Schwanke – mainly an agreement for plowing of snow and the county does the grading for the township.
- w. Magoon – what is the next step after this hearing?
 - i. Regas – at the next city council meeting the board will decide if the project improvement is ordered to move forward and to what extent. The city would then order the plans from WSN and plan for bids. Regas further stated during the next council meeting the board could decide to just ditch the road and do minimal improvements.
 - ii. Patch – if the contractor recommends the rock come out of the road to be improved then it is in the best interest of the city to listen to the engineer.
 - iii. Gulette – stated Magoon’s point to assessments and the scale of them has been heard by the board. He does not believe the City should ‘stick it’ to just two property owners.

Mayor Patch called for further questions on the project.

Mayor Patch called again for further questions on the project.

ADJOURN – Moved by Mayor Patch and seconded by Councilor Gulette to adjourn the meeting at 7:36pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor



CITY OF BLACKDUCK
REVOLVING LOAN COMMITTEE
MEETING MINUTES
THURSDAY, JANUARY 16, 2020 @ 11:30AM

Present: Dwight Kalvig, Christina Regas, Grant Frenzel, Rudy Patch, and Sarah Linda of HRDC
Absent: none

The meeting was called to order at 11:30pm and Sarah Linda attended by conference call.

FUND BALANCE REVIEW – Regas provided a summary of existing loans and the balances as of January 1, 2020 and asked for questions or concerns from the committee. Frenzel asked for confirmation that the Blackduck Theater is carrying current insurance on the building. Regas stated the last certificate received by the borrower was 2017. Frenzel did not recommend forcing the certificate validation at this time but recommended looking into the status of the cert. after April 2020 when 2019 financials and certifications are requested by the City.

ONE-TIME EXCEPTION PAY BACK TO MN STATE 2020 – Regas reported the state is offering another one-time exception pay back to the state of restricted loans that provides Cities with RLF loans the opportunity to pay the state back 20% of the RLF balance by June 1, 2020 and then Cities may transfer the remaining 80% of the cash balance to an un-restricted RLF fund. Regas stated in 2018 the City of Blackduck offered current borrowers the opportunity to pay off their outstanding balance with a 10% forgivable amount if paid off by the due date set by the state in 2018. After much discussion on the balances of the restricted fund and the borrowers balances it was strongly recommended to not offer the 10% to the borrowers for the 2020 pay back. Moved by Kalvig and seconded by Frenzel to recommend the Blackduck City Council submit the 2020 one-time exception pay back to the state of Minnesota MIF funded RLF funds on June 1 2020 and then move the remaining restricted RLF balance to the unrestricted RLF fund for future borrowers. Motion carried.

CITY OF BLACKDUCK INTERNAL LOAN FOR GOLF COURSE CLUB HOUSE

OTHER – Regas provided to the committee with the assistance of Mayor Patch the golf course cart shed rebuild and financing process the City Council has approved and requested feedback from the committee members. Mayor Patch added the stipulation on the internal loan that the city wishes to see the club house kitchen be upgraded to commercial grade to offer more services to the customers in the future and the financing for both upgrades would be pledged with a bond so the RLF fund would be paid back. After detailed conversation the committee recommended the City Council approve an amendment to the terms of internal loan. Moved by Frenzel and seconded by Kalvig to amendment the terms of the internal loan of the construction of the golf course cart shed to note \$40,000 of the loan have an interest rate of 0% and the remaining \$15,000 to have an interest rate of 4.75% which currently is Prime. Frenzel stated his recommendation for the amendment is to keep the loan(s) more in line with current borrowers; loans with the City. Regas stated she would revise Resolution 2020-03 to include the updated interest rate(s) and to point out the first \$40,000 is a Storefront Rehab (type) loan. Hearing no further discussion, a vote on the motion was called for. Motion carried.

ADJOURN – Moved by Kalvig and seconded by Patch to adjourn the committee meeting at 12:20pm. Motion carried unanimously.



Beltrami County Environmental Services Department

701 Minnesota Ave NW, Suite 113, Bemidji MN 56601-3177

Phone: 218-333-4158

Fax 218-333-8486

<http://www.co.beltrami.mn.us>

Application Package for Building Permit

REQUIRED INFORMATION:

1. Copy of Deed/Purchase Agreement to property where permit is being issued. The name on the permit AND deed/purchase agreement must match. Copies available at Recorder's Office for \$1.00/page.
2. E-911 address and mailing address, if different.
3. Scale Sketch of proposed building, indicating North direction, property lines and distances from all property lines, shoreline and road right of way.
4. **You are required to stake out exact location of proposed building.**
5. Current copy of ISTS (Individual Sewage Treatment System) Compliance inspection. Your permit is valid contingent on the issuance of a compliant ISTS inspection. Stipulation Agreements signed are legally binding documents. Failure to comply may result in legal action.

The County will maintain and enhance the environmental quality of the area.

We appreciate you becoming a partner with us in preserving and enhancing our environment.



Beltrami County Environmental Services Application for Building Permit

Tax Parcel # 18.00148.00 E911 Property Address: 20857 Blackduck Lake Road NE

Hines
Township Name Lake Name/Number/Classification

Current Septic Compliance: Yes () No () Date of Inspection: n/a City Sewer

Owner: City of Blackduck Regas, Christina City Administrator Phone: 218-835-4803

Last, First Initial

Mailing Address: PO Box 380 Cell: 218-368-9394

Blackduck, MN 56630

Building Contractor & License #: Northwoods Lumber Phone: 218-835-4181

Type of Work: New Building (x) Alteration () Additional Bedroom () Other () _____

Proposed Use: Home () Garage () Storage (x) Seasonal () Other () _____

Construction Size: 28' X 104' Square Feet: 2912' Bathrooms: _____ Bedrooms: _____

finished size includes 2' overhang W 32' x L 108' x H 16'

Estimated Cost of Construction: \$55,000

Agreement: I, the undersigned, hereby make application for work described and located as shown herein. I hereby certify that the information contained herein is correct and agree to do the work in accordance with the provisions of the Ordinances of Beltrami County, MN. I further agree that any plans and specifications submitted herewith shall become part of this application and agree to an onsite inspection visit by Beltrami County without further notice.

01/16/2020 Christina A. Regas On behalf of City of Blackduck

Date Signature of Owner

01/16/2020 Christina Regas Christina A. Regas

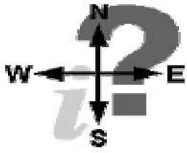
Date Printed Name of Applicant Signature of Applicant

NOTE: Any change in the approved permit, design, or other plans must be reviewed and authorized by ESD prior to installation.

Permit: Permission is hereby granted to the above named applicant to perform the work described in the above statement. This permit is granted upon the express condition that the person to whom it is granted, his/her agent, employees and workers shall conform in all respects to the Ordinances of Beltrami County, MN This permit may be revoked at any time upon violation of said Ordinances.

Date Environmental Services

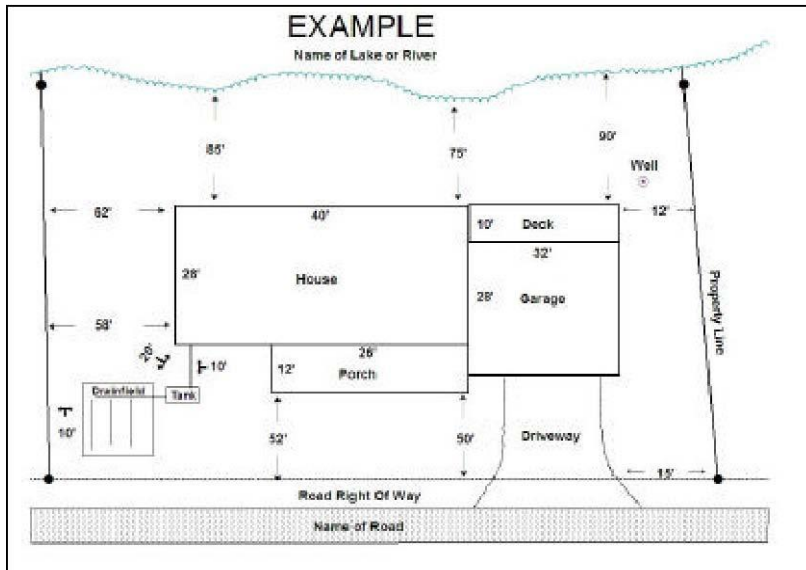
Permit Fee: \$ _____ Check Number: _____ (Please make check payable to Beltrami County Treasurer)



SEE ATTACHED DRAWING FROM GIS

Any work or dirt moving in the Shore Impact Zone Area requires a Shoreland Alteration Permit

*Shore Impact Zone: General Development Lake (GD) 75' from Ordinary High Water Mark
 Recreational Development Lake (RD) 100' from Ordinary High Water Mark
 Natural Environmental Lake (NE) 150' from Ordinary High Water Mark*



You **must** include all buildings, existing and proposed, on your property and label them. You **must** include all dimensions (including height) of the buildings as well as all setbacks to property lines, lakes or rivers, roads, and any other pertinent setbacks.

I hereby swear that the information provided in this sketch is true, accurate, and complete.

Christina A. Regas
 Applicant Signature Date



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Drawing with setbacks

1:624	Date: 1/15/2020
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.	

**Beltrami
County
Minnesota**

N



Northwoods Lumber Co.
 P.O. Box 130
 25778 Hwy 71 NE
 Blackduck, MN 56630
 218-835-7745
 Fax: 218-835-4180



QUOTE

1909-098668 R2 PAGE 1 OF 3

SOLD TO
CITY CLERK CITY OF BLACKDUCK P.O. BOX 380 BLACKDUCK MN 56630

JOB ADDRESS
GOLF COURSE P.O. BOX 380 BLACKDUCK MN 56630 218-835-4803

ACCOUNT	JOB
DCI700	10
CREATED ON	09/17/2019
EXPIRES ON	12/31/2019
BRANCH	1000
CUSTOMER PO#	
STATION	DSL1
CASHIER	ADAM
SALESPERSON	
ORDER ENTRY	ADAM
MODIFIED BY	ADAM

28X104X10 W/ 1 10X8 OH DOOR
 AND
 SERVICE DOOR PER END 2'OH
 POLYCARBONATE CLEAR RIDGE

Item	Description	D	Quantity	U/M	Price	Per	Amount
CBS250	POST PAD RND-11.5"X4" CEMENT PAD		30	EACH	6.3900	EACH	191.70
LTT3616	TITAN 3-PLY 2x6-16'		28	EACH	77.4900	EACH	2169.72
LTT3618	TITAN 3-PLY 2x6-18'		4	EACH	87.1800	EACH	348.72
LT2520616	2x6-16' TREATED ABOVE GROUND		16	PC	15.3900	PC	246.24
LFH21012	2x10-12' HEM FIR		4	PC	14.3900	PC	57.56
LELVL912	LVL 1-3/4 x 9-1/2" 8 - 32', 4 - 40'		416	LFT	3.9900	LFT	1659.84
SOTRUSS	28' TRUSS PKG 2'OH 2'OC SUPPLIED TRUSS HANGERS MUST BE USED TO GUARANTEE MANUFACTURERS TRUSS WARRANTY.		1	EACH	3053.7500	EACH	3053.75
TRUSSPACKET	CUSTOMER TRUSS JOB PACKET		1	PKG	1.0000	PKG	1.00
LP20416	2x4-16' #2 SPF HILINE		52	PC	7.0900	PC	368.68
LP20420	2x4-20' #2 SPF		16	PC	9.5900	PC	153.44
LP20416	2x4-16' #2 SPF HILINE		81	PC	7.0900	PC	574.29
LP20418	2x4-18' #2 SPF		36	PC	8.6900	PC	312.84
LP20606S	2x6-96" SPF STUD		24	PC	4.4900	PC	107.76
LP20410	2x4-10' #2 SPF HILINE		52	PC	4.3900	PC	228.28
LP20618	2x6-18' #2 SPF		8	PC	12.9900	PC	103.92
LP20616	2x6-16' #2 SPF HILINE		9	PC	10.9900	PC	98.91
LP20416	2x4-16' #2 SPF HILINE		84	PC	7.0900	PC	595.56
LP20612	2x6-12' #2 SPF HILINE		8	PC	8.3900	PC	67.12
SSFPP3806	PRO-PANEL 38" PANEL BLACK 72 - 16' 11", 70 - 9' 7", 4 - 15' 0", 4 - 14' 0", 4 - 13' 0", 4 - 12' 0", 4 - 11' 0"		2,148.83	LFT	2.7000	LFT	5801.85

BECAUSE OF VARYING BUILDING PRACTICES, THE ACTUAL AMOUNT OF MATERIALS USED MAY VARY FROM THE ABOVE QUANTITIES. PLEASE CHECK FOR ANY ERRORS OR OMMISIONS. THANK YOU FOR GIVING US THE OPPORTUNITY TO BE OF SERVICE TO YOU. ALL SALES FINAL ON SPECIAL ORDERS.	Subtotal	
	Sales Tax	
	Total	

Buyer:

Signature



Northwoods Lumber Co.
 P.O. Box 130
 25778 Hwy 71 NE
 Blackduck, MN 56630
 218-835-7745
 Fax: 218-835-4180



QUOTE

1909-098668 R2 PAGE 2 OF 3

SOLD TO
CITY CLERK CITY OF BLACKDUCK P.O. BOX 380 BLACKDUCK MN 56630

JOB ADDRESS
GOLF COURSE P.O. BOX 380 BLACKDUCK MN 56630 218-835-4803

ACCOUNT	JOB
DCI700	10
CREATED ON	09/17/2019
EXPIRES ON	12/31/2019
BRANCH	1000
CUSTOMER PO#	
STATION	DSL1
CASHIER	ADAM
SALESPERSON	
ORDER ENTRY	ADAM
MODIFIED BY	ADAM

28X104X10 W/ 1 10X8 OH DOOR
 AND
 SERVICE DOOR PER END 2'OH
 POLYCARBONATE CLEAR RIDGE

Item	Description	D	Quantity	U/M	Price	Per	Amount
SSF6198300	POLYCARBONATE RIDGELITE 24" CLEAR		11	EACH	49.9900	EACH	549.89
SSF6441399	36" GLUED BOTTOM CLOSURE IS PPII		72	EACH	1.4700	EACH	105.84
SSFMULTI3	MULTIVENT 2x1-3/4x 36"w/ADH CLOSR		72	EACH	7.9900	EACH	575.28
SSF4204006	10'6 BASE MLDG BLACK		24	EACH	7.6900	EACH	184.56
SSF4206506	10'6 OHD TRIM BLACK		4	EACH	24.9900	EACH	99.96
SSF4206606	10'6 OHD DRIPCAP BLACK		2	EACH	24.7900	EACH	49.58
SSF4227406	10'6 C METAL J TRIM BLACK		16	EACH	7.9900	EACH	127.84
SSF4216306	10'6 OSC RAKE/CORNER BLACK		12	EACH	17.1900	EACH	206.28
SSF4205806	10'6 RESID FASCIA BLACK		29	EACH	16.2900	EACH	472.41
SSF4204506	10'6 ANG EAV MLDG 3-1/2 BLACK		22	EACH	12.3900	EACH	272.58
SSF5866206	10'2 SOFF STARTR 3/8 BLACK		29	EACH	19.3900	EACH	562.31
SSF5866006	16x24" PERF SOFFIT BLACK		208	EACH	7.2800	EACH	1514.24
SFSPFBL1	1" POST/FRAME BLACK 250/BAG		7	BAG	16.9900	BAG	118.93
SFSPFBL15	1-1/2" POST/FRAME BLACK 250/BAG		15	BAG	19.9900	BAG	299.85
MDFGF5630RDB	3-0 6PNL STEEL DOOR RH 6+9 FG DBL BORE		2	EACH	262.4400	EACH	524.88
MDFGFC6	ADD FOR 6 9/16 CLAD JAMB		2	EACH	204.9900	EACH	409.98
MDFGFDB	ADD FOR DEADBOLT BORE		2	EACH	12.9900	EACH	25.98
7064801	BE365V CAM619 ELEC D-BOLT S.NCKL		2	EACH	109.9900	EACH	219.98
9599754	FB50VGEO505 EN/DBT COMB BR.BRASS		2	EACH	59.9900	EACH	119.98
SOOVERHEADDOOR	RP-24 GA 10X8 WHITE OH DOOR W WINDOWS		2	EACH	669.0900	EACH	1338.18
BHGDZC5T08	8' CHAIN DRIVE T-RAIL 5T08		2	EACH	67.9900	EACH	135.98

BECAUSE OF VARYING BUILDING PRACTICES, THE ACTUAL AMOUNT OF MATERIALS USED MAY VARY FROM THE ABOVE QUANTITIES. PLEASE CHECK FOR ANY ERRORS OR OMMISIONS. THANK YOU FOR GIVING US THE OPPORTUNITY TO BE OF SERVICE TO YOU. ALL SALES FINAL ON SPECIAL ORDERS.	Subtotal	
	Sales Tax	
	Total	

Buyer:

Signature



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QUOTE

1909-098668 R2 PAGE 3 OF 3

SOLD TO
CITY CLERK CITY OF BLACKDUCK P.O. BOX 380 BLACKDUCK MN 56630

JOB ADDRESS
GOLF COURSE P.O. BOX 380 BLACKDUCK MN 56630 218-835-4803

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BRANCH	1000
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STATION	DSL1
CASHIER	ADAM
SALESPERSON	
ORDER ENTRY	ADAM
MODIFIED BY	ADAM

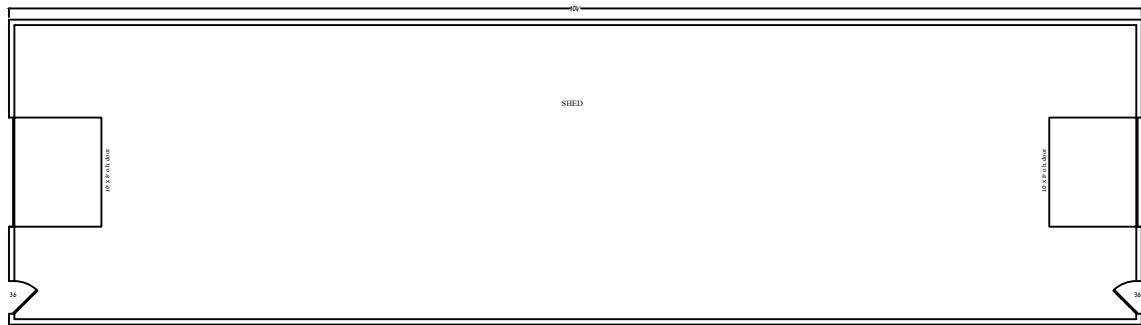
28X104X10 W/ 1 10X8 OH DOOR
 AND
 SERVICE DOOR PER END 2'OH
 POLYCARBONATE CLEAR RIDGE

Item	Description	D	Quantity	U/M	Price	Per	Amount
BHGDZ2LDC0800	1/2HP DC VOLT OPERATOR LDC0800		2	EACH	156.9900	EACH	313.98
MPLDSW16	16' WHITE DOOR STOP JAMBSEAL GOS		2	EACH	15.9900	EACH	31.98
MPLDSW16	16' WHITE DOOR STOP JAMBSEAL GOS		2	EACH	15.9900	EACH	31.98
MISC	MISF FASTENER ALLOWANCE	N	1	EACH	850.0000	EACH	850.00
Adjustment	Misc Labor or Repair						11000.00

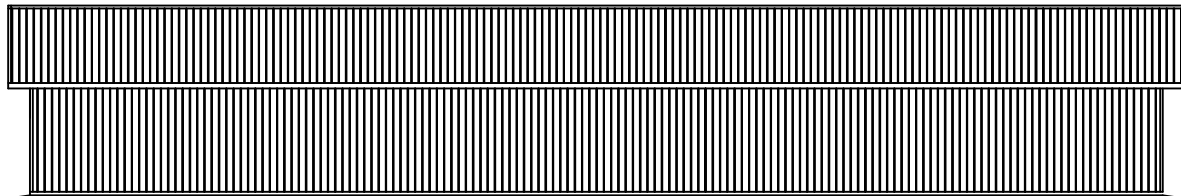
BECAUSE OF VARYING BUILDING PRACTICES, THE ACTUAL AMOUNT OF MATERIALS USED MAY VARY FROM THE ABOVE QUANTITIES. PLEASE CHECK FOR ANY ERRORS OR OMMISIONS. THANK YOU FOR GIVING US THE OPPORTUNITY TO BE OF SERVICE TO YOU. ALL SALES FINAL ON SPECIAL ORDERS.	MNBLTR 7.375%	Subtotal	36,283.63
		Sales Tax	1,864.67
		Total	38,148.30

Buyer:

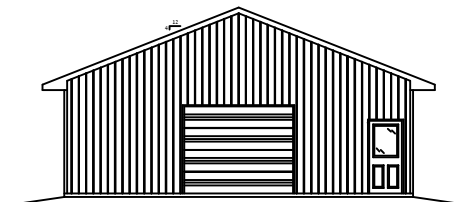
Signature



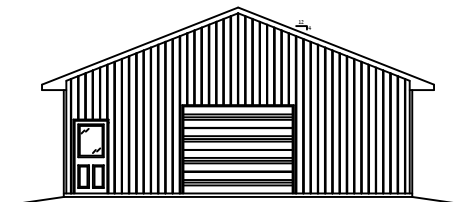
FLOOR PLAN
SCALE: 1/4" = 1'-0"



FRONT ELEVATION
SCALE: 1/4" = 1'-0"



LEFT ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



BELTRAMI COUNTY
 ENVIRONMENTAL SERVICES
 Phone: 218-333-4158
<http://www.co.beltrami.mn.us>
esd@co.beltrami.mn.us

Date submitted: _____
Date of requested hearing: _____

VARIANCE APPLICATION
 PLEASE PRINT

1. NAME OF APPLICANT(s): City of Blackduck DBA: Blackduck Golf Course
 PROPERTY ADDRESS: 20857 Blackduck Lake Road NE Blackduck, MN 56630
 MAILING ADDRESS: PO Box 380
 MAILING ADDRESS CITY: Blackduck STATE: MN ZIP: 56630
 DAYTIME PHONE: 218-835-4803 CELL: 218-368-9394
 E-MAIL: christina.regas@blackduckmn.com
 PARCEL(s): 18.00148.00
 ACREAGE: 5 TOWNSHIP: Hines

LEGAL DESCRIPTION OF PROPERTY AFFECTED:
Sect - 11 Twp - 149 Range - 031 5.00 acres S 1/2 of W 10 acres of SE 1/4 of SW 1/4

CHECK WHAT ORDINANCE THE VARIANCE PERMIT IS BEING APPLIED FOR:

- 1. SHORELAND _____
 LAKE NAME/#: _____ RIVER NAME/#: _____
- 2. SUBDIVISION _____
- 3. OTHER _____

DOES APPLICANT OWN LAND ADJACENT TO THE PARCEL(s)? Yes No

If Yes list parcel(s): 18.00146.00 ; 18.00145.00 ; 18.00147.00 ; 18.00140.00 ; 18.00143.00
18.00141.00 ; 18.00142.00

Explain your requested Variance need(s). You must provide details of type, size and purpose of proposed changes. State what section your Variance is being sought for from the Ordinance:

The City of Blackduck DBA The Blackduck Golf Course requests a variance to the setback of CSAH 31

This requested variance is for 25 feet from the road right of way (Blackduck Lake Road NE) to erect a
golf cart shed for member and course owned golf carts. The structure size of the cart shed will be
W 28' x L 104' x H 16' and will have a 2' overhang. Finished size will be W 32' x L 108' x H 16'.

Ordinance #46 Section 1.09 Beltrami County for the Management of Public Right-of-ways.

Easements or covenants that could affect this property and its proposed changes? Yes No
If so, what are they?

Road setback for CSAH 30

Is the Variance request an After-the-Fact (the work already been done)? Yes No

If Yes After-the-Fact penalties required per county approved fee schedule: \$ n/a

Please place an **X** by each item below that applies to your Variance request and fill out only the following applicable section(s) which apply as directed. If a section does not apply request then place **N/A** in that section. What is the reason(s) that you are applying for a Variance?

Setback from the Ordinary High Water Mark (OWHM) including roof overhang

Property boundary setback

Top-of-Bluff setback

Road Right-of-Way (ROW) setback

Subsurface Treatment Sewage System (SSTS) setback

Removal of a nonconforming structure with the construction of a new structure at the same setback but outside the existing structures dimensions.

Remodeling or construction of an addition onto a nonconforming structure.

Increase to roof height

Impervious surface coverage limits

Section 1

Check the item(s) for which you are requesting a Variance. Measurements in feet.

<input type="checkbox"/> OHWM	Proposed setback _____
<input type="checkbox"/> Property boundary	Proposed setback _____
<input type="checkbox"/> Top-of-Bluff setback	Proposed setback _____
<input checked="" type="checkbox"/> Road ROW	Proposed setback <u>25'</u>
<input type="checkbox"/> SSTS	Proposed setback _____
<input type="checkbox"/> Roof height	Proposed new roof height _____

Section 2

Indicate the type of Shoreland Alteration activity proposed? (If applicable)

Grading Vegetation Filling Other

Section 3

When (date) was your lot initially created/recorded? _____ (A copy of the first deed or a copy of the portion of your abstract must be submitted with your application.)

Was the lot recorded prior to January, 1971? Yes No

Was your lot created after May 5, 1992? Yes No

Will this be a new parcel? Yes No

Section 4

A scaled site layout of your lot with the following items shown on it shall be required. North direction must be indicated on the site layout.

1. All existing buildings.
2. The height, width and length of all existing buildings to include roof overhang and decks.
3. All existing buildings labeled. (i.e. garage, cabin, house, storage)
4. All proposed new buildings or additions with their height, width and length.
5. Answer the following questions. All measurements in feet. If not applicable mark N/A.
 - Proposed setback from the OHWM? n/a
 - Proposed setback from nearest property line? n/a
 - Proposed setback from the road ROW? 25'
 - What is the structure footprint in square feet (L x W = sq. ft.) 3456 sq. ft.
 - Have there been other additions added since January 1972? Yes No
 - Does the existing structure have a basement? Yes No
 - Will the newly revised structure have a basement? Yes No

- Is there a second story on the existing structure? Yes No
- What is the current number of bedrooms in the existing structure? n/a
- Will the current number of bedrooms change with the new addition? Yes No
- What is the roof height of the existing structure? n/a
- Will there be a change to the existing roof height? Yes No
- What is the proposed change to the roof height? n/a
- Will there be a change in the square footage of living space? Yes No
 If so what is the proposed square footage? n/a

6. Submit digital pictures of all structures on the lot.
7. Location of existing and/or proposed septic systems, if applicable.
8. Significant topographic features, if applicable
9. All impervious surfaces including buildings, driveways, sidewalks, etc.

Reference the attached application check-list. When complete submit this application plus all supporting documents to the Environmental Services Department (ESD). You will notified whether the application was deemed complete and what must be addressed to make it complete. When complete it be placed before the county Board of Adjustment for a public hearing and you will be notified of the date/time.

If approved you are required to obtain all required permits prior to doing the work.

Christina A. Regas
Signature

01/15/2020
Date

Beltrami County Environmental Services Department Use only

VARIANCE FEE: _____ (payable to Beltrami County Treasurer) PAID? Yes or No		
CHECK #: _____	CASH: _____	RECEIPT #: _____
RECORDING FEE: _____ (payable to Beltrami County Recorder) PAID? Yes or No		
CHECK #: _____	CASH: _____	RECEIPT #: _____
DATE REVIEWED BY BOARD OF ADJUSTMENT: _____		
COMMENTS: _____		

Beltrami County Environmental Services Department

Variance Application Check List

(complete and submit with the application)

1. Completed variance application: Yes No
2. Copy of the property deed or purchase agreement: Yes No
3. Site layout to scale, no smaller than 11" x 17" as required by Section 4, showing all structures and setbacks: Yes No
4. Sewer design if new SSTS to be installed: Yes No
5. Current SSTS compliance inspection: Yes No
 - 5 years for new systems
 - 3 years for existing systems
6. Digital photos emailed to the Environmental Services Department of all structures located on the property: Yes No
7. New structures & additions, area corners must be staked out with north, south, east & west directions labeled. A stake must be placed at the distance being requested on a setback variance from either the ordinary high water mark, road right of way or side yard setback: Yes No

NOTE: Failure to stake out your proposed structures as in #7 will result in your application being tabled until the next meeting.

***Upon Variance approval you MUST obtain and properly display the approved building permit before any work is started.**



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Drawing with setbacks

1:624

Date: 1/15/2020

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

**Beltrami
County
Minnesota**





CITY OF BLACKDUCK

LIQUOR COMMITTEE MEETING MINUTES

WEDNESDAY, JANUARY 15, 2020 @ 3PM

CITY HALL, BLACKDUCK, MN

The Liquor Committee for the Pond met at City Hall on Wednesday, January 15, 2020 @ 3:02pm

Committee members present: Christina Regas, Rudy Patch, Shawnda Lahr, & Jason Kolb

Committee members absent: none

Others Present: none

Topics discussed included the following:

OLD BUSINESS:

No old business discussed.

NEW BUSINESS:

1. Catering License Opportunity – Regas reported to the committee the process and idea of licensing the Pond to have a catering license to offer the service of the City liquor license and food license to private parties and Northern Escape Venue events and provided to the committee the steps needed at the state level to hold such a license. Regas further stated the original idea of applying for the license stemmed from assisting the Golf course with a liquor license when the club house was forced to lower their liquor license to 3.2%. Regas stated the City would need to fulfill the application requirements including: liability insurance, a health inspection of the kitchen, the current health license; and a liquor license. Regas further stated Mayor Patch requested a committee meeting to discuss the opportunity and to answer potential questions. Lahr further added she has been approached by private families asking if the Pond can provide liquor at weddings and events and recognized a need in the community for this service.

2. Questions -

Councilor Kolb asked if the catering license holds the Pond to the same standard as the bar for intoxication levels of customers. Lahr stated yes. Kolb asked if the Pond will be held liable for anyone that is intoxicated leaving the catered location. Lahr stated the Pond would be liable for anyone that is served by their staff. Lahr stated the Pond shares the liability with the event location. Regas stated local law enforcement must be notified of the catered location, date, and time of event by the Pond.

Councilor Kolb asked if the Pond kitchen would need to be upgraded to cater. Lahr stated no and noted the food offered would be small like a taco bar, nacho bar, or sloppy joes or pizza reducing the number of 'hot and hold' items.

Mayor Patch asked what the fire code is at Northern Escape Venue for the number of people that can be in the building and has it been inspected by the Fire Marshall. Lahr stated the location has been inspected by the MDH but did not know what the fire code was.

Councilor Kolb asked if the location holds their own liability insurance. Lahr stated yes.



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Councilor Kolb asked what vehicle would be used to transport city property. Lahr stated her truck would be used. Kolb asked what the City would be charged for wear and tear on her vehicle. Lahr did not have a number but did state Northern Escape Venue was 4 miles outside of the City and would not charge.

Mayor Patch asked Lahr if she knew the number of people that would attend the next event held at Northern Escape Venue. Lahr stated potentially 20-30. Patch stated his concern is the 20-30 people that attend that event could instead hold the event at the Pond or the Golf course so the revenue does not leave the City. Patch stated his concern for catering with liquor and food is it worth all the extra liability to provide the service somewhere other than the Pond. Regas stated the Pond has been approached many times in the past asking if it could be the liquor provider to an event so the liability did not have to be the holder of the event. Patch stated his concern that the perspective of Pond is that it is going outside the City to sell liquor. Regas stated with the license the City controls who is catered to or not. Patch stated how can the City liquor store say 'yes' to one person and 'no' to another. Kolb agreed asking are the catering events then 'bid' on. Lahr agreed with all the questions and stated the main reason she believes the City should move forward with a catering license is that she believed there is a community need. Lahr stated there is enough space at Northern Escape Venue to hold a private party and then it is private. Lahr stated that holding events at the Pond are not private as the bar is open to the public. Patch stated the liquor store has been shut down before in the past for private events. Regas asked the committee if the City can do that. Lahr stated she has never done it and it is something to be careful with. Lahr stated private parties that rent a bar for a private party then the Pond controls who is served and who is not just the same as in the bar. Lahr stated she believes she is trying to fill a need.

Mayor Patch asked if other restaurants were asked to be the caterer for Northern Escape Venue. Regas and Lahr did not know.

Mayor Patch asked what the plan was to staff the catered events. Lahr stated the current staff from the Liquor store would staff the events and hours would be considered so over-time did not incur.

Councilor Kolb asked how the charges would be dealt with. Lahr stated ideas for a contract has been looked into but at this time amounts have not been agreed to. Lahr stated some options are \$25 hour for wait staff but that would be for a plated dinner. Lahr stated wages would be considered and the number of staff needed based on the event catered.

Mayor Patch asked what local law enforcement has commented on the idea. Regas stated she has not discussed it with Blackduck PD or Beltrami Sheriff department.

Mayor Patch asked if individual township authorization is needed. Regas stated not that she understands since the catering license is issued by the state. Regas stated the question is good but as a caterer you are going to numerous locations and believed the state authorizes it. Patch asked if another caterer with a liquor license can come into the City and provide a catered event. Regas



CITY OF BLACKDUCK

LIQUOR COMMITTEE MEETING MINUTES

WEDNESDAY, JANUARY 15, 2020 @ 3PM

CITY HALL, BLACKDUCK, MN

stated if she had a state issued liquor license. Regas did not know if the townships or city is looked at different to the state.

Patch asked if Northern Escape Venue has a department of health license. Lahr stated yes. Patch asked if it has a full kitchen. Lahr stated no. Patch asked if it has held events with a full liquor license in the past. Lahr yes with CK Dudley's but it was hired by the people that rented the location. Kolb asked if CK Dudley's can provide catering service any city or town. Regas stated yes as well as the Chophouse. Kolb asked if it is because they are a business and not a municipality. Regas did not know. Lahr stated they are both licensed through the state for the catering license. Kolb stated law enforcement must be notified where ever the caterer provides service. Regas stated yes. Patch asked if there is a fee to notify the sheriff's department. Lahr believed the notification reason is that the caterer is transporting liquor. Kolb stated his belief that if law enforcement has to be notified then the police are going to patrol the area and perhaps an extra fee is charged with extra patrolling. Regas stated she would ask the Beltrami County Sheriff.

Patch asked what was included in the additional health certification inspection of the City. Regas stated an additional inspection is needed to know that the catered food is being transported correctly. Lahr stated the department of health needs to monitor the event space and if it is open to the public then it must be authorized by the State. Lahr did not know what level of certification Northern Escape Venue has but does know it is licensed. Kolb asked if the license has a specific number of people the venue can serve to. Patch stated yes. Kolb asked if that does include the restrooms. Patch stated the venue would need the correct facilities for the venue and what is being held at the location.

Patch asked what would be the hours of service for the catering. Lahr stated the Pond can set the hours of service. Regas stated state guidelines for liquor serving must be adhered to.

Mayor Patch asked for the cost of the permit. Regas stated the catering license is \$300 and the additional liability is \$458. Patch asked if there is additional cost for the food health license. Regas stated no and noted the City health license needed to be upgraded to a Category 3 in 2020 since the laws have been updated. Lahr stated the license needed to be bumped up due to the heating and reheating of chili. Regas stated additional equipment for transport is minimal. Kolb asked if additional required brackets or mounts are needed to transport food in Lahr's vehicle. Lahr stated if the menu is kept simple then no not at this time unless sit-down meals are provided but since the Pond only offers 'bar food' then that is all that is offered. Kolb further asked if the vehicle using to transport require additional licensing. Regas stated she did not know and would ask.

Councilor Kolb asked if the City is taking customers away from the Pond by providing the catering service. Patch if the City is only providing the service a few times a year he would rather see the money be brought to the club house or the Pond. Patch stated if the City is going to cater



CITY OF BLACKDUCK

LIQUOR COMMITTEE MEETING MINUTES

WEDNESDAY, JANUARY 15, 2020 @ 3PM

CITY HALL, BLACKDUCK, MN

then it should cater to itself. Patch argued that with the catering license provides the Pond to provide alcohol to any private location.

Lahr stated that the City would have the latitude to accept a catering contract or not. Lahr stated that providing the option to the council for conversation gives her the right direction to move forward with the project. Patch stated his main concern is having too many things going outside the City except for our own facilities. Patch would like the whole council discuss the option at the next work session. Lahr stated having the facilities at the golf course is a great place to have parties but it needs to be promoted that way.

Regas asked the committee to consider approving the catering license to only provide the service at the golf course much like the first idea when the club house lost its strong beer and wine license. Lahr stated that is fine but whoever is the golf course manager needs to go out and seek out that type of sales. Kolb stated then the course would need a manager all year-round. Regas stated the catering license could give the course some help in 2020 and the license needs to renewed each year but could help the course prior to the new plans in place. Regas stated if someone that wants a full bar for a party, they are renting the club house for, then the City has the opportunity to offer that service. Regas reminded the committee that Blackduck is more than the municipality but the community and helping Northern Escape Venue is helping another business that is local thrive. Regas reminded the committee that the community outside the City helps the City and the other way around.

Mayor Patch asked if other parties have been considered for more than Northern Escape Venue. Lahr stated there are a few weddings coming up. Kolb asked if the liquor charge would be by full bottle price or by shot. Lahr stated it would be per drink shot and be serving in a respectable manner no heavy pours. Lahr used a recent wedding as an example that having a cash bar is better and safer for the party that is renting. Regas stated holding wedding parties local helps the community. Lahr stated the wedding parties are going to be held whether it is the Pond or someone from Bemidji.

Regas stated the conversation will be held at the next work session on Tuesday, January 21, 2020 @ 6pm for further discussion. Patch stated Lahr was not needed in attendance but would phone her if questions come up that cannot be answered. Regas will plan to have minutes available at that time.

No further topics were discussed.

The committee adjourned the meeting at approximately 4:00pm.

Christina Regas, City Administrator

Rudy Patch, Mayor

From: [City Of Blackduck](#)
To: [Christina Regas](#)
Subject: FW: 3 yr conditional use deed check
Date: Friday, January 3, 2020 12:17:31 PM
Attachments: [image007.png](#)
[212014 -Beltrami - City of Blackduck.pdf](#)
[212015 - Beltrami - City of Blackduck.pdf](#)

[EXTERNAL]

From: Adam, Sarah (MDOR) [mailto:sarah.adam@state.mn.us]
Sent: Friday, January 03, 2020 11:59 AM
To: city@paulbunyan.net
Subject: 3 yr conditional use deed check

Greetings!

Why are you receiving this email?

Our records indicate that the City of Blackduck applied for and received a conditional use deed(s) for tax-forfeited land in 2016. We are contacting you to confirm that the land has been put to its intended use ([Minnesota Statute 282.01, subd. 1d](#)).

Please complete the attached document(s) and send back via email

Please complete the attached form to verify the property has been put to its intended use. The form includes information about the property to help you identify it, as well as several questions to help us learn about the current state of the property. This form must be signed, dated, and returned to the Department of Revenue within 30 days. Once completed and sent, there is nothing else you need to do.

Who may fill out and authorize the form?

Any employee of the County, City or Township with the skills and abilities to conduct the review of the property may fill out and authorize the form.

What if the property has not been put to its intended use?

You may pursue one of the following options:

- *Incorporate the property and its authorized public use into a formal plan.* This must be done within 60 days of receiving this email. A formal plan includes, but is not limited to, a comprehensive plan or land use plan. ([Minnesota Statute 282.01, subd. 1d, para. \(a\)](#)). The plan must require the parcel to be put to its intended public use within 15 years of the date the land was conveyed.
- *Reconvey the property to the state of Minnesota.* If the property has not been put to its authorized public use, and you have no intention of putting the land to the authorized public use, the property must be reconveyed to the state. You may reconvey all of the property (PT Form 975) or just a portion of it (PT Form 976). Both reconveyance forms and instructions are available on our [State Deeds website](#).

- *Purchase the property.* If you want to keep the property but not use it for its authorized public use, you may purchase the property after reconveying it to the state of Minnesota. Please speak to your county auditor/treasurer if you decide to pursue this option.

What if the property is no longer owned by us?

Please call the State Deeds line at 651-556-6085 to discuss the specific circumstances of this property.

When is the form due back to the Department of Revenue?

The form is due in 30 days. If we do not hear from you within 30 days, the Department of Revenue will serve a notice and declaration of reversion by certified mail; the land will then return to the state to be held in trust for the taxing jurisdictions ([Minnesota Statute 282.01, subd. 1e](#)).

Please remember

Conditional use deeds are a way for the state to provide state-owned land for specific uses that benefit local communities. We appreciate hearing from you within 30 days.

Questions

Please contact the State Deeds line at (651) 556-6085.

Sincerely,

State Deeds

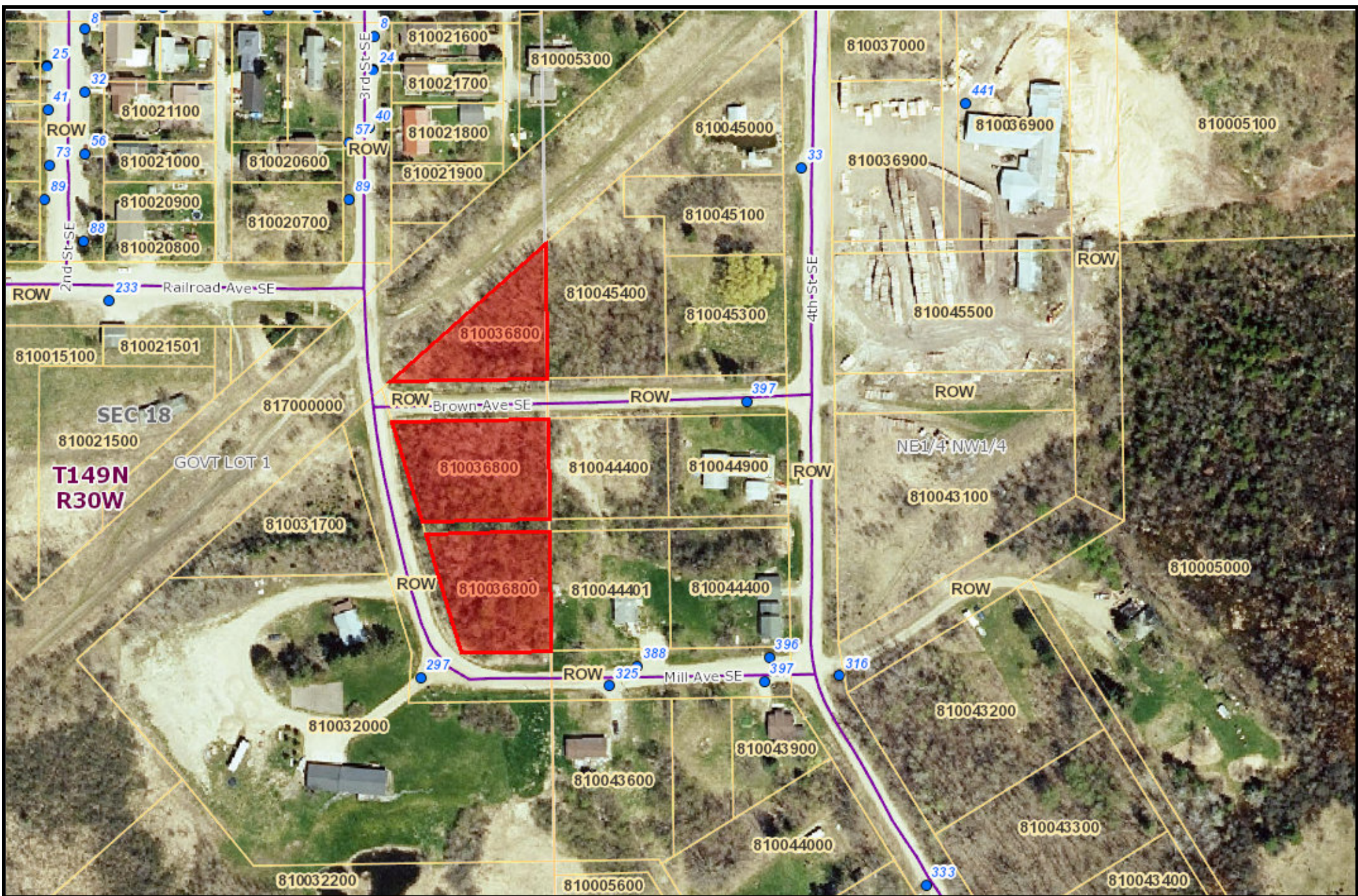
Property Tax Division
Auditor/Treasurer Services Unit

Minnesota Department of Revenue

Office: 651-556-6085
www.revenue.state.mn.us

Working together to fund Minnesota's future.

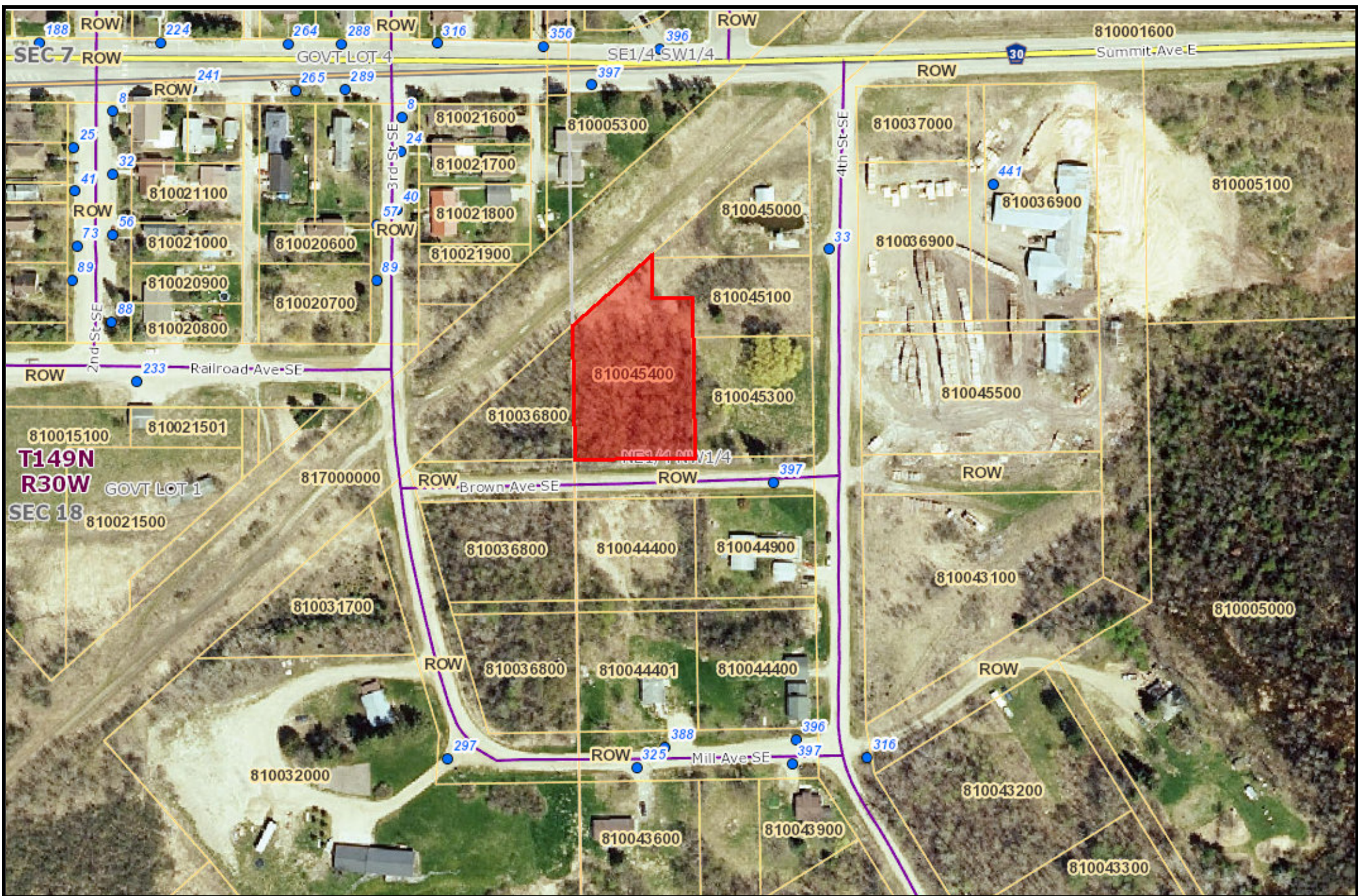




These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

81.00368.00	
1:2,817	Date: 1/17/2020
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.	

**Beltrami
County
Minnesota**



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

81.00454.00	
1:2,817	Date: 1/17/2020
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.	

**Beltrami
County
Minnesota**

282.01 TAX-FORFEITED LANDS; CLASSIFICATION, SALE.

Subdivision 1. **Classification as conservation or nonconservation.** (a) When acting on behalf of the state under laws allowing the county board to classify and manage tax-forfeited lands held by the state in trust for the local units as provided in section 281.25, the county board has the discretion to decide that some lands in public ownership should be retained and managed for public benefits while other lands should be returned to private ownership. Parcels of land becoming the property of the state in trust under law declaring the forfeiture of lands to the state for taxes must be classified by the county board of the county in which the parcels lie as conservation or nonconservation. In making the classification the board shall consider the present use of adjacent lands, the productivity of the soil, the character of forest or other growth, accessibility of lands to established roads, schools, and other public services, their peculiar suitability or desirability for particular uses, and the suitability of the forest resources on the land for multiple use and sustained yield management. The classification, furthermore, must: (1) encourage and foster a mode of land utilization that will facilitate the economical and adequate provision of transportation, roads, water supply, drainage, sanitation, education, and recreation; (2) facilitate reduction of governmental expenditures; (3) conserve and develop the natural resources; and (4) foster and develop agriculture and other industries in the districts and places best suited to them.

(b) Whenever the county board deems it appropriate, the board may hold a meeting for the purpose of reclassifying tax-forfeited land that has not been sold or released from the trust. The criteria and procedures for reclassification are the same as those required for an initial classification.

(c) Prior to meeting for the purpose of classifying or reclassifying tax-forfeited lands, the county board must give notice of its intent to meet for that purpose as provided in this paragraph. The notice must be given no more than 90 days and no less than 60 days before the date of the meeting; provided that if the meeting is rescheduled, notice of the new date, time, and location must be given at least 14 days before the date of the rescheduled meeting. The notice must be posted on a website. The notice must also be mailed or otherwise delivered to each person who has filed a request for notice of special meetings with the public body, regardless of whether the matter is considered at a regular or special meeting. The notice must be mailed or delivered at least 60 days before the date of the meeting. If the meeting is rescheduled, notice of the new date, time, and location must be mailed or delivered at least 14 days before the date of the rescheduled meeting. The public body shall publish the notice once, at least 30 days before the meeting, in a newspaper of general circulation within the area of the public body's authority. The board must also mail a notice by electronic means to each person who requests notice of meetings dealing with this subject and who agrees as provided in chapter 325L to accept notice that is mailed by electronic means. Receipt of actual notice under the conditions specified in section 13D.04, subdivision 7, satisfies the notice requirements of this paragraph.

The board may classify or reclassify tax-forfeited lands at any regular or special meeting, as those terms are defined in chapter 13D and may conduct only this business, or this business as well as other business or activities at the meeting.

(d) At the meeting, the county board must allow any person or agency possessing pertinent information to make or submit comments and recommendations about the pending classification or reclassification. In addition, representatives of governmental entities in attendance must be allowed to describe plans, ideas, or projects that may involve use or acquisition of the property by that or another governmental entity. The county board must solicit and consider any relevant components of current municipal or metropolitan comprehensive land use plans that incorporate the area in which the land is located. After allowing testimony, the board may classify, reclassify, or delay taking action on any parcel or parcels. In order for a state agency or a governmental subdivision of the state to preserve its right to request a purchase or other acquisition of

a forfeited parcel, it may, at any time following forfeiture, file a written request to withhold the parcel from sale or lease to others under the provisions of subdivision 1a.

(e) When classifying, reclassifying, appraising, and selling lands under this chapter, the county board may designate the tracts as assessed and acquired, or may by resolution provide for the subdivision of the tracts into smaller units or for the grouping of several tracts into one tract when the subdivision or grouping is deemed advantageous for conservation or sale purposes. This paragraph does not authorize the county board to subdivide a parcel or tract of tax-forfeited land that, as assessed and acquired, is withheld from sale under section 282.018, subdivision 1.

(f) A county board may by resolution elect to use the classification and reclassification procedures provided in paragraphs (g), (h), and (i), instead of the procedures provided in paragraphs (b), (c), and (d). Once an election is made under this paragraph, it is effective for a minimum of five years.

(g) The classification or reclassification of tax-forfeited land that has not been sold or released from the trust may be made by the county board using information made available to it by any office or department of the federal, state, or local governments, or by any other person or agency possessing pertinent information at the time the classification is made.

(h) If the lands are located within the boundaries of an organized town or incorporated municipality, a classification or reclassification and sale must first be approved by the town board of the town or the governing body of the municipality in which the lands are located. The town board of the town or the governing body of the municipality is considered to have approved the classification or reclassification and sale if the county board is not notified of the disapproval of the classification or reclassification and sale within 60 days of the date the request for approval was transmitted to the town board of the town or governing body of the municipality. If the town board or governing body disapproves of the classification or reclassification and sale, the county board must follow the procedures in paragraphs (c) and (d), with regard to the parcel, and must additionally cause to be published in a newspaper a notice of the date, time, location, and purpose of the required meeting.

(i) If a town board or a governing body of a municipality or a park and recreation board in a city of the first class desires to acquire any parcel lying in the town or municipality by procedures authorized in this section, it may file a written request under subdivision 1a, paragraph (a).

Subd. 1a. Conveyance to public entities. (a) Upon written request from a state agency or a governmental subdivision of the state, a parcel of unsold tax-forfeited land must be withheld from sale or lease to others for a maximum of six months. The request must be submitted to the county auditor. Upon receipt, the county auditor must withhold the parcel from sale or lease to any other party for six months, and must confirm the starting date of the six-month withholding period to the requesting agency or subdivision. If the request is from a governmental subdivision of the state, the governmental subdivision must pay the maintenance costs incurred by the county during the period the parcel is withheld. The county board may approve a sale or conveyance to the requesting party during the withholding period. A conveyance of the property to the requesting party terminates the withholding period.

A governmental subdivision of the state must not make, and a county auditor must not act upon, a second request to withhold a parcel from sale or lease within 18 months of a previous request for that parcel. A county may reject a request made under this paragraph if the request is made more than 30 days after the county has given notice to the requesting state agency or governmental subdivision of the state that the county intends to sell or otherwise dispose of the property.

(b) Nonconservation tax-forfeited lands may be sold by the county board, for their market value as determined by the county board, to an organized or incorporated governmental subdivision of the state for any public purpose for which the subdivision is authorized to acquire property. When the term "market value" is used in this section, it means an estimate of the full and actual market value of the parcel as determined by the county board, but in making this determination, the board and the persons employed by or under contract with the board in order to perform, conduct, or assist in the determination, are exempt from the licensure requirements of chapter 82B.

(c) Nonconservation tax-forfeited lands may be sold by the county board, for their market value as determined by the county board, to a state agency for any public purpose for which the agency is authorized to acquire property.

(d) Nonconservation tax-forfeited lands may be sold by the county board to an organized or incorporated governmental subdivision of the state or state agency for less than their market value if:

(1) the county board determines that a sale at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the lands undesirable in the open market, or the reduced price will lead to the development of affordable housing; and

(2) the governmental subdivision or state agency has documented its specific plans for correcting the blighted conditions or developing affordable housing, and the specific law or laws that empower it to acquire real property in furtherance of the plans.

If the sale under this paragraph is to a governmental subdivision of the state, the commissioner of revenue must convey the property on behalf of the state by quitclaim deed. If the sale under this paragraph is to a state agency, the property is released from the trust in favor of the taxing districts and the commissioner of revenue must convey the property on behalf of the state by quitclaim deed to the agency.

(e) Nonconservation tax-forfeited land held in trust in favor of the taxing districts may be conveyed by the commissioner of revenue in the name of the state to a governmental subdivision for an authorized public use, if an application is submitted to the commissioner which includes a statement of facts as to the use to be made of the tract and the favorable recommendation of the county board. For the purposes of this paragraph, "authorized public use" means a use that allows an indefinite segment of the public to physically use and enjoy the property in numbers appropriate to its size and use, or is for a public service facility. Authorized public uses as defined in this paragraph are limited to:

(1) a road, or right-of-way for a road;

(2) a park that is both available to, and accessible by, the public that contains improvements such as campgrounds, playgrounds, athletic fields, trails, or shelters;

(3) trails for walking, bicycling, snowmobiling, or other recreational purposes, along with a reasonable amount of surrounding land maintained in its natural state;

(4) transit facilities for buses, light rail transit, commuter rail or passenger rail, including transit ways, park-and-ride lots, transit stations, maintenance and garage facilities, and other facilities related to a public transit system;

(5) public beaches or boat launches;

(6) public parking;

(7) civic recreation or conference facilities; and

(8) public service facilities such as fire halls, police stations, lift stations, water towers, sanitation facilities, water treatment facilities, and administrative offices.

No monetary compensation or consideration is required for the conveyance, except as provided in subdivision 1g, but the conveyance is subject to the conditions provided in law, including, but not limited to, the reversion provisions of subdivisions 1c and 1d.

(f) The commissioner of revenue shall convey a parcel of nonconservation tax-forfeited land to a local governmental subdivision of the state by quitclaim deed on behalf of the state upon the favorable recommendation of the county board if the governmental subdivision has certified to the board that prior to forfeiture the subdivision was entitled to the parcel under a written development agreement or instrument, but the conveyance failed to occur prior to forfeiture. No compensation or consideration is required for, and no conditions attach to, the conveyance.

(g) The commissioner of revenue shall convey a parcel of nonconservation tax-forfeited land to the association of a common interest community by quitclaim deed upon the favorable recommendation of the county board if the association certifies to the board that prior to forfeiture the association was entitled to the parcel under a written agreement, but the conveyance failed to occur prior to forfeiture. No compensation or consideration is required for, and no conditions attach to, the conveyance.

(h) Conservation tax-forfeited land may be sold to a governmental subdivision of the state for less than its market value for either: (1) creation or preservation of wetlands; (2) drainage or storage of storm water under a storm water management plan; or (3) preservation, or restoration and preservation, of the land in its natural state. The deed must contain a restrictive covenant limiting the use of the land to one of these purposes for 30 years or until the property is reconveyed back to the state in trust. At any time, the governmental subdivision may reconvey the property to the state in trust for the taxing districts. The deed of reconveyance is subject to approval by the commissioner of revenue. No part of a purchase price determined under this paragraph shall be refunded upon a reconveyance, but the amount paid for a conveyance under this paragraph may be taken into account by the county board when setting the terms of a future sale of the same property to the same governmental subdivision under paragraph (b) or (d). If the lands are unplatted and located outside of an incorporated municipality and the commissioner of natural resources determines there is a mineral use potential, the sale is subject to the approval of the commissioner of natural resources.

(i) A park and recreation board in a city of the first class is a governmental subdivision for the purposes of this section.

(j) Tax-forfeited land held in trust in favor of the taxing districts may be conveyed by the commissioner of revenue in the name of the state to a governmental subdivision for a school forest under section 89.41. An application that includes a statement of facts as to the use to be made of the tract and the favorable recommendation of the county board and the commissioner of natural resources must be submitted to the commissioner of revenue. No monetary compensation or consideration is required for the conveyance, but the conveyance is subject to the conditional use and reversion provisions of subdivisions 1c and 1d, paragraph (e). At any time, the governmental subdivision may reconvey the property back to the state in trust for the taxing districts. The deed of reconveyance is subject to approval by the commissioner of revenue.

Subd. 1b. Conveyance; targeted community lands. Notwithstanding subdivision 1a, in the case of tax-forfeited lands located in a targeted community in a city of the first class, the commissioner of revenue shall convey by quitclaim deed in the name of the state any tract of tax-forfeited land held in trust in favor of the taxing districts, to a political subdivision of the state that submits an application to the commissioner of revenue and the favorable recommendation of the county board. For purposes of this subdivision, the

term "targeted community" has the meaning given in section 469.201, subdivision 10, except that the land must be located within a first class city.

Subd. 1c. **Deed of conveyance; form; approvals.** The deed conveying property for an authorized public use under the authorities in this section, must be on a form approved by the attorney general and must be conditioned on continued use of the property for the purpose stated in the application as provided in this section. All deeds conveying property for an authorized public use, regardless of when executed, are conditional use deeds that convey a defeasible estate. Reversion of the estate occurs by operation of law and without the requirement for any affirmative act by or on behalf of the state when there is a failure to put the property to the approved authorized public use for which it was conveyed, or an abandonment of that use, except as provided in subdivision 1d.

Subd. 1d. **Reverter for failure to use; conveyance to state.** (a) After three years from the date of any conveyance of tax-forfeited land to a governmental subdivision for an authorized public use as provided in this section, regardless of when the deed for the authorized public use was executed, if the governmental subdivision has failed to put the land to that use, or abandons that use, the governing body of the subdivision must: (1) with the approval of the county board, purchase the property for an authorized public purpose at the present market value as determined by the county board, or (2) authorize the proper officers to convey the land, or the part of the land not required for an authorized public use, to the state of Minnesota in trust for the taxing districts. If the governing body purchases the property under clause (1), the commissioner of revenue shall, upon proper application submitted by the county auditor and upon the reconveyance of the land subject to the conditional use deed to the state, convey the property on behalf of the state by quitclaim deed to the subdivision free of a use restriction and the possibility of reversion or defeasement. If the governing body decides to reconvey the property to the state under this clause, the officers shall execute a deed of conveyance immediately. The conveyance is subject to the approval of the commissioner and its form must be approved by the attorney general. For 15 years from the date of the conveyance, there is no failure to put the land to the authorized public use and no abandonment of that use if a formal plan of the governmental subdivision, including, but not limited to, a comprehensive plan or land use plan, shows an intended future use of the land for the authorized public use.

(b) Property held by a governmental subdivision of the state under a conditional use deed executed under this section by the commissioner of revenue on or after January 1, 2007, may be acquired by that governmental subdivision after 15 years from the date of the conveyance if the commissioner determines upon written application from the subdivision that the subdivision has in fact put the property to the authorized public use for which it was conveyed, and the subdivision has made a finding that it has no current plans to change the use of the lands. Prior to conveying the property, the commissioner shall inquire whether the county board where the land is located objects to a conveyance of the property to the subdivision without conditions and without further act by or obligation of the subdivision. If the county does not object within 60 days, and the commissioner makes a favorable determination, the commissioner shall issue a quitclaim deed on behalf of the state unconditionally conveying the property to the governmental subdivision. For purposes of this paragraph, demonstration of an intended future use for the authorized public use in a formal plan of the governmental subdivision does not constitute use for that authorized public use.

(c) Property held by a governmental subdivision of the state under a conditional use deed executed under this section by the commissioner of revenue before January 1, 2007, is released from the use restriction and possibility of reversion on January 1, 2022, if the county board records a resolution describing the land and citing this paragraph. The county board may authorize the county treasurer to deduct the amount of the recording fees from future settlements of property taxes to the subdivision.

(d) Except for tax-forfeited land conveyed to establish a school forest under section 89.41, property conveyed under a conditional use deed executed under this section by the commissioner of revenue, regardless of when the deed for the authorized public use was executed, is released from the use restriction and reverter, and any use restriction or reverter for which no declaration of reversion has been recorded with the county recorder or registrar of titles, as appropriate, is nullified on the later of: (1) January 1, 2015; (2) 30 years from the date the deed was acknowledged; or (3) final resolution of an appeal to district court under subdivision 1e, if a lis pendens related to the appeal is recorded in the office of the county recorder or registrar of titles, as appropriate, prior to January 1, 2015.

(e) Notwithstanding paragraphs (a) to (d), tax-forfeited land conveyed to establish a school forest under section 89.41 is subject to a perpetual conditional use deed and reverter. The property reverts to the state in trust for the taxing districts by operation of law if the commissioner of natural resources determines and reports to the commissioner of revenue under section 89.41, subdivision 3, that the governmental subdivision has failed to use the land for school forest purposes for three consecutive years. The commissioner of revenue shall record a declaration of reversion for land that has reverted under this paragraph.

Subd. 1e. Notice and declaration of reversion. If the tax-forfeited land is not either purchased or conveyed to the state in accordance with subdivision 1d, the commissioner of revenue shall by written instrument, in form approved by the attorney general, declare the land to have reverted to the state, and shall serve a notice of reversion, with a copy of the declaration, by certified mail upon the clerk or recorder of the governmental subdivision concerned. No declaration of reversion under this subdivision shall be made earlier than 60 days after the expiration of the three-year period described in subdivision 1d. The commissioner shall file the original declaration in the commissioner's office, with verified proof of service. The governmental subdivision may appeal to the district court of the county in which the land lies by filing with the court administrator a notice of appeal, specifying the grounds of appeal and the description of the land involved, mailing a copy of the notice of appeal by certified mail to the commissioner of revenue, and filing a copy for record with the county recorder or registrar of titles, all within 30 days after the mailing of the notice of reversion. The appeal shall be tried by the court in like manner as a civil action. If no appeal is taken as provided in this subdivision, the declaration of reversion is final. The commissioner of revenue shall file for record with the county recorder or registrar of titles, of the county within which the land lies, a certified copy of the declaration of reversion and proof of service.

Subd. 1f. Land exchanges; Minneapolis. A city of the first class with a population of 450,000, or over, or its board of park commissioners, which has acquired tax-forfeited land for a specified public use under this section, may convey the land in exchange for other land of substantially equal worth located in the city. The land conveyed to the city, or its board of park commissioners, in exchange is subject to the public use and reversionary provisions of this section. The tax-forfeited land so conveyed is thereafter free from the public use and reversionary provisions of this section. The exchange shall in no way affect the mineral rights of the state of Minnesota, if any, in the lands exchanged.

Subd. 1g. Conditional use deed fees. (a) A governmental subdivision of the state applying for a conditional use deed under subdivision 1a, paragraph (e), must submit a fee of \$250 to the commissioner of revenue along with the application. If the application is denied, the commissioner shall refund \$150 of the application fee.

(b) The proceeds from the fees must be deposited in a Department of Revenue conditional use deed revolving fund. The sums deposited into the revolving fund are appropriated to the commissioner of revenue for the purpose of making the refunds described in this subdivision and administering conditional use deed laws.

Subd. 1h. **Conveyance; form.** The instruments of conveyance executed and issued by the commissioner of revenue under subdivision 1a, paragraphs (c), (d), (e), (f), (g), and (h), and subdivision 1d, paragraph (b), must be on a form approved by the attorney general and are prima facie evidence of the facts stated therein and that the execution and issuance of the conveyance complies with the applicable laws.

Subd. 2. **Conservation lands; county board supervision.** (a) Lands classified as conservation lands must be held under the supervision of the county board of the county within which the parcels lie and must not be conveyed or sold unless the lands are:

- (1) reclassified as nonconservation lands;
- (2) conveyed to a governmental subdivision of the state under subdivision 1a;
- (3) released from the trust in favor of the taxing districts as provided in paragraph (b); or
- (4) conveyed or sold under the authority of another general or special law.

(b) The county board may, by resolution duly adopted, resolve that certain lands classified as conservation lands shall be devoted to conservation uses and may submit a resolution to the commissioner of natural resources. If, upon investigation, the commissioner of natural resources determines that the lands covered by the resolution, or any part thereof, can be managed and developed for conservation purposes, the commissioner shall make a certificate describing the lands and reciting the acceptance thereof on behalf of the state. The commissioner shall transmit the certificate to the county auditor, who shall note the same upon the auditor's records and record the same with the county recorder. The title to all lands so accepted shall be held by the state free from any trust in favor of any and all taxing districts and the lands shall be devoted thereafter to the purposes of forestry, water conservation, flood control, parks, game refuges, controlled game management areas, public shooting grounds, or other public recreational or conservation uses, and managed, controlled, and regulated under the jurisdiction of the commissioner of natural resources and the divisions of the department.

(c) All proceeds derived from the sale of timber, lease of crops of hay, or other revenue from lands under the jurisdiction of the commissioner of natural resources shall be credited to the general fund of the state.

(d) If the commissioner of natural resources determines that any tract of land acquired by the state under paragraph (b) and situated within or adjacent to the boundaries of any governmental subdivision of the state is suitable for use by the subdivision for any authorized public purpose, the commissioner may convey the tract by deed in the name of the state to the subdivision upon the filing with the commissioner of a resolution adopted by a majority vote of all the members of the governing body thereof, stating the purpose for which the land is desired. The deed of conveyance shall be upon a form approved by the attorney general and must be conditioned upon continued use for the purpose stated in the resolution.

(e) The county auditor, with the approval of the county board, may lease conservation lands remaining under the supervision of the county board and sell timber and hay stumpage thereon in the manner hereinafter provided, and all proceeds derived therefrom shall be distributed in the same manner as provided in section 282.04.

Subd. 3. **Nonconservation lands; appraisal and sale.** (a) All parcels of land classified as nonconservation, except those which may be reserved, shall be sold as provided, if it is determined, by the county board of the county in which the parcels lie, that it is advisable to do so, having in mind their accessibility, their proximity to existing public improvements, and the effect of their sale and occupancy on the public burdens. Any parcels of land proposed to be sold shall be first appraised by the county board of

the county in which the parcels lie. The parcels may be reappraised whenever the county board deems it necessary to carry out the intent of sections 282.01 to 282.13.

(b) In an appraisal the value of the land and any standing timber on it shall be separately determined. No parcel of land containing any standing timber may be sold until the appraised value of the timber on it and the sale of the land have been approved by the commissioner of natural resources. The commissioner shall base review of a proposed sale on the policy and considerations specified in subdivision 1. The decision of the commissioner shall be in writing and shall state the reasons for it. The commissioner's decision is exempt from the rulemaking provisions of chapter 14 and section 14.386 does not apply. The county may appeal the decision of the commissioner in accordance with chapter 14.

(c) In any county in which a state forest or any part of it is located, the county auditor shall submit to the commissioner at least 60 days before the first publication of the list of lands to be offered for sale a list of all lands included on the list which are situated outside of any incorporated municipality. If, at any time before the opening of the sale, the commissioner notifies the county auditor in writing that there is standing timber on any parcel of land, the parcel shall not be sold unless the requirements of this section respecting the separate appraisal of the timber and the approval of the appraisal by the commissioner have been complied with. The commissioner may waive the requirement of the 60-day notice as to any parcel of land which has been examined and the timber value approved as required by this section.

(d) If any public improvement is made by a municipality after any parcel of land has been forfeited to the state for the nonpayment of taxes, and the improvement is assessed in whole or in part against the property benefited by it, the clerk of the municipality shall certify to the county auditor, immediately upon the determination of the assessments for the improvement, the total amount that would have been assessed against the parcel of land if it had been subject to assessment; or if the public improvement is made, petitioned for, ordered in or assessed, whether the improvement is completed in whole or in part, at any time between the appraisal and the sale of the parcel of land, the cost of the improvement shall be included as a separate item and added to the appraised value of the parcel of land at the time it is sold. No sale of a parcel of land shall discharge or free the parcel of land from lien for the special benefit conferred upon it by reason of the public improvement until the cost of it, including penalties, if any, is paid. The county board shall determine the amount, if any, by which the value of the parcel was enhanced by the improvement and include the amount as a separate item in fixing the appraised value for the purpose of sale.

Subd. 4. Sale; method; requirements; effects. (a) The sale authorized under subdivision 3 must be conducted by the county auditor at the county seat of the county in which the parcels lie, except that in St. Louis and Koochiching Counties, the sale may be conducted in any designated facility within the county. The sale must not be for less than the appraised value except as provided in subdivision 7a. The parcels must be sold for cash only, unless the county board of the county has adopted a resolution providing for their sale on terms, in which event the resolution controls with respect to the sale. When the sale is made on terms other than for cash only (1) a payment of at least ten percent of the purchase price must be made at the time of purchase, and the balance must be paid in no more than ten equal annual installments, or (2) the payments must be made in accordance with county board policy, but in no event may the board require more than 12 installments annually, and the contract term must not be for more than ten years. Standing timber or timber products must not be removed from these lands until an amount equal to the appraised value of all standing timber or timber products on the lands at the time of purchase has been paid by the purchaser. If a parcel of land bearing standing timber or timber products is sold at public auction for more than the appraised value, the amount bid in excess of the appraised value must be allocated between the land and the timber in proportion to their respective appraised values. In that case, standing timber or timber products must not be removed from the land until the amount of the excess bid allocated to timber or timber products has been

paid in addition to the appraised value of the land. The purchaser is entitled to immediate possession, subject to the provisions of any existing valid lease made in behalf of the state.

(b) For sales occurring on or after July 1, 1982, the unpaid balance of the purchase price is subject to interest at the rate determined pursuant to section 549.09. The unpaid balance of the purchase price for sales occurring after December 31, 1990, is subject to interest at the rate determined in section 279.03, subdivision 1a. The interest rate is subject to change each year on the unpaid balance in the manner provided for rate changes in section 549.09 or 279.03, subdivision 1a, whichever, is applicable. Interest on the unpaid contract balance on sales occurring before July 1, 1982, is payable at the rate applicable to the sale at the time that the sale occurred.

(c) Notwithstanding subdivision 7, a county board may by resolution provide for the listing and sale of individual parcels by other means, including through a real estate broker. However, if the buyer under this paragraph could have repurchased a parcel of property under section 282.012 or 282.241, that buyer may not purchase that same parcel of property at the sale under this subdivision for a purchase price less than the sum of all taxes, assessments, penalties, interest, and costs due at the time of forfeiture computed under section 282.251, and any special assessments for improvements certified as of the date of sale. This subdivision shall be liberally construed to encourage the sale and utilization of tax-forfeited land in order to eliminate nuisances and dangerous conditions and to increase compliance with land use ordinances.

Subd. 5. Sale on terms, certificate; failure to comply. When sales hereafter are made on terms the purchaser shall receive a certificate from the county auditor in such form, consistent with the provisions of sections 282.01 to 282.13 and setting forth the terms of sale, as may be prescribed by the attorney general. Failure of the purchaser or any person claiming under the purchaser, to pay any of the deferred installments with interest, or the current taxes, or to comply with any conditions that may have been stipulated in the notice of sale or in the auditor's certificate herein provided for, shall constitute default; and the state may, by order of the county board, during the continuance of such default, declare such certificate canceled and take possession of such lands and may thereafter resell or lease the same in the same manner and under the same rules as other lands forfeited to the state for taxes are sold or leased. When the county board shall have adopted a resolution ordering the cancellation of such certificate or certificates and the cancellation shall have been completed in accord with section 282.40, then a reentry shall be deemed to have been made on the part of the state without any other act or deed, and without any right of redemption by the purchaser or any one claiming under the purchaser; and the original purchaser in default or any person claiming under the original purchaser, who shall remain in possession or enter thereon shall be deemed a willful trespasser and shall be punished as such.

When the cancellation of such certificate has been completed the county auditor shall cancel all taxes and tax liens, delinquent and current, and special assessments, delinquent or otherwise, imposed upon the lands described in the certificate after its issuance.

Subd. 6. Duties of commissioner after sale. (a) When any sale has been made by the county auditor under sections 282.01 to 282.13, the auditor shall immediately certify to the commissioner of revenue such information relating to such sale, on such forms as the commissioner of revenue may prescribe as will enable the commissioner of revenue to prepare an appropriate deed if the sale is for cash, or keep necessary records if the sale is on terms; and not later than October 31 of each year the county auditor shall submit to the commissioner of revenue a statement of all instances wherein any payment of principal, interest, or current taxes on lands held under certificate, due or to be paid during the preceding calendar years, are still outstanding at the time such certificate is made. When such statement shows that a purchaser or the purchaser's assignee is in default, the commissioner of revenue may instruct the county board of the county in which the land is located to cancel said certificate of sale in the manner provided by subdivision 5, provided that upon

recommendation of the county board, and where the circumstances are such that the commissioner of revenue after investigation is satisfied that the purchaser has made every effort reasonable to make payment of both the annual installment and said taxes, and that there has been no willful neglect on the part of the purchaser in meeting these obligations, then the commissioner of revenue may extend the time for the payment for such period as the commissioner may deem warranted, not to exceed one year. On payment in full of the purchase price, appropriate conveyance in fee, in such form as may be prescribed by the attorney general, shall be issued by the commissioner of revenue, which conveyance must be recorded by the county and shall have the force and effect of a patent from the state subject to easements and restrictions of record at the date of the tax judgment sale, including, but without limitation, permits for telephone and electric power lines either by underground cable or conduit or otherwise, sewer and water lines, highways, railroads, and pipe lines for gas, liquids, or solids in suspension.

(b) The commissioner of revenue shall issue an appropriate conveyance in fee when approval from the county auditor is given based upon written confirmation from a licensed closing agent, title insurer, or title insurance agent as specified in section 82.641. For purposes of this paragraph, "written confirmation" means a written commitment or approval that the funding for the conveyance is held in an escrow account available for disbursement upon delivery of a conveyance. The county recorder or registrar of titles must not record or file a conveyance issued under this paragraph unless the conveyance contains a certification signed by the county auditor where the land is located stating that the recorder or registrar of titles can accept the conveyance for recording or filing. The conveyance issued by the commissioner of revenue shall not be effective as a conveyance until it is recorded. The conveyance shall be issued to the county auditor where the land is located. Upon receipt of the conveyance, the county auditor shall hold the conveyance until the conveyance is requested from a licensed closing agent, title insurer, or title insurance agent to settle and close on the conveyance. If a request for the conveyance is not made within 30 days of the date the conveyance is issued by the commissioner of revenue, the county auditor shall return the conveyance to the commissioner. If the conveyance is delivered to the licensed closing agent, title insurer, or title insurance agent and the closing does not occur within ten days of the request, the licensed closing agent, title insurer, or title insurance agent shall immediately return the conveyance to the county auditor and, upon receipt, the county auditor shall return the conveyance to the commissioner of revenue. The commissioner of revenue shall cancel and destroy all conveyances returned by the county auditor pursuant to this subdivision. The licensed closing agent, title insurer, or title insurance agent must promptly record the conveyance after the closing and must deliver an attested or certified copy to the county auditor and to the grantee or grantees named on the conveyance.

Subd. 7. County sales; notice, purchase price, disposition. The sale must commence at the time determined by the county board of the county in which the parcels are located. The county auditor shall offer the parcels of land in order in which they appear in the notice of sale, and shall sell them to the highest bidder, but not for a sum less than the appraised value, until all of the parcels of land have been offered. Then the county auditor shall sell any remaining parcels to anyone offering to pay the appraised value, except that if the person could have repurchased a parcel of property under section 282.012 or 282.241, that person may not purchase that same parcel of property at the sale under this subdivision for a purchase price less than the sum of all taxes, assessments, penalties, interest, and costs due at the time of forfeiture computed under section 282.251, and any special assessments for improvements certified as of the date of sale. The sale must continue until all the parcels are sold or until the county board orders a reappraisal or withdraws any or all of the parcels from sale. The list of lands may be added to and the added lands may be sold at any time by publishing the descriptions and appraised values. The added lands must be: (1) parcels of land that have become forfeited and classified as nonconservation since the commencement of any prior sale; (2) parcels classified as nonconservation that have been reappraised; (3) parcels that have been reclassified as nonconservation; or (4) other parcels that are subject to sale but were omitted from the existing list for any

reason. The descriptions and appraised values must be published in the same manner as provided for the publication of the original list. Parcels added to the list must first be offered for sale to the highest bidder before they are sold at appraised value. All parcels of land not offered for immediate sale, as well as parcels that are offered and not immediately sold, continue to be held in trust by the state for the taxing districts interested in each of the parcels, under the supervision of the county board. Those parcels may be used for public purposes until sold, as directed by the county board.

Subd. 7a. **City sales; alternate procedures.** Land located in a home rule charter or statutory city, or in a town which cannot be improved because of noncompliance with local ordinances regarding minimum area, shape, frontage or access may be sold by the county auditor pursuant to this subdivision if the auditor determines that a nonpublic sale will encourage the approval of sale of the land by the city or town and promote its return to the tax rolls. If the physical characteristics of the land indicate that its highest and best use will be achieved by combining it with an adjoining parcel and the city or town has not adopted a local ordinance governing minimum area, shape, frontage, or access, the land may also be sold pursuant to this subdivision. If the property consists of an undivided interest in land or land and improvements, the property may also be sold to the other owners under this subdivision. The sale of land pursuant to this subdivision shall be subject to any conditions imposed by the county board pursuant to section 282.03. The governing body of the city or town may recommend to the county board conditions to be imposed on the sale. The county auditor may restrict the sale to owners of lands adjoining the land to be sold. The county auditor shall conduct the sale by sealed bid or may select another means of sale. The land shall be sold to the highest bidder and may be sold for less than its appraised value. All owners of land adjoining the land to be sold shall be given a written notice at least 30 days prior to the sale.

This subdivision shall be liberally construed to encourage the sale and utilization of tax-forfeited land, to eliminate nuisances and dangerous conditions and to increase compliance with land use ordinances.

Subd. 8. **Minerals in tax-forfeited land and tax-forfeited stockpiled metallic minerals material subject to mining; procedures.** In case the commissioner of natural resources shall notify the county auditor of any county in writing that the minerals in any tax-forfeited land or tax-forfeited stockpiled metallic minerals material located on tax-forfeited land in such county have been designated as a mining unit as provided by law, or that such minerals or tax-forfeited stockpiled metallic minerals material are subject to a mining permit or lease issued therefor as provided by law, the surface of such tax-forfeited land shall be subject to disposal and use for mining purposes pursuant to such designation, permit, or lease, and shall be withheld from sale or lease by the county auditor until the commissioner shall notify the county auditor that such land has been removed from the list of mining units or that any mining permit or lease theretofore issued thereon is no longer in force; provided, that the surface of such tax-forfeited land may be leased by the county auditor as provided by law, with the written approval of the commissioner, subject to disposal and use for mining purposes as herein provided and to any special conditions relating thereto that the commissioner may prescribe, also subject to cancellation for mining purposes on three months written notice from the commissioner to the county auditor.

Subd. 9. [Repealed, 2010 c 389 art 9 s 14]

Subd. 10. [Repealed, 2010 c 389 art 9 s 14]

Subd. 11. [Repealed, 2010 c 389 art 9 s 14]

Subd. 12. **Notice; public hearing for use change.** If a governmental subdivision that acquired a parcel for public use under this section later determines to change the use, it must hold a public hearing on the proposed use change. The governmental subdivision must mail written notice of the proposed use change

and the public hearing to each owner of property that is within 400 feet of the parcel at least ten days and no more than 60 days before it holds the hearing. The notice must identify: (1) the parcel, (2) its current use, (3) the proposed use, (4) the date, time, and place of the public hearing, and (5) where to submit written comments on the proposal and that the public is invited to testify at the public hearing.

Subd. 13. **Online auction.** A county board, or a county auditor if the auditor has been delegated such authority under section 282.135, may sell tax-forfeited lands through an online auction. When an online auction is used to sell tax-forfeited lands, the county auditor shall post a physical notice of the online auction and shall publish a notice of the online auction on its website not less than ten days before the online auction begins, in addition to any other notice required.

History: (2139-15) 1935 c 386 s 1; Ex1935 c 105 s 1; 1939 c 328 s 1; 1941 c 394 s 1; 1941 c 511 s 1; 1943 c 37 s 1; 1943 c 204 s 1,2; 1943 c 627 s 1-3; 1945 c 99 s 1; 1945 c 150 s 1,2; 1945 c 574 s 1; 1947 c 140 s 1; 1949 c 251 s 1; 1949 c 359 s 1; 1953 c 144 s 1; 1953 c 316 s 1; 1953 c 493 s 1; 1953 c 549 s 1; 1957 c 667 s 1-3; 1959 c 348 s 1; 1969 c 399 s 1; 1969 c 1129 art 10 s 2; 1973 c 582 s 3; 1974 c 278 s 1; 1976 c 181 s 2; 1978 c 674 s 60; 1980 c 437 s 13,14; 1982 c 424 s 63,130; 1982 c 511 s 24,25; 1982 c 523 art 39 s 5,6; 1983 c 222 s 19; 1983 c 247 s 121; 1983 c 342 art 15 s 30; 1984 c 443 s 1; 1985 c 300 s 13; 1Sp1985 c 14 art 20 s 14; 1986 c 444; 1Sp1986 c 3 art 1 s 82; 1987 c 291 s 211; 1989 c 328 art 6 s 1; 1990 c 480 art 8 s 14; 1990 c 604 art 3 s 37; 1991 c 291 art 12 s 19; 1992 c 511 art 2 s 27; 1993 c 11 s 1; 1994 c 416 art 1 s 36; 1997 c 231 art 8 s 5; 1999 c 243 art 13 s 8-10; 1Sp2001 c 5 art 3 s 59-63; 2003 c 127 art 5 s 33,46,47; 2004 c 221 s 45; 2004 c 262 art 2 s 8; 2008 c 277 art 1 s 60; 2010 c 389 art 9 s 1-13; 2011 c 112 art 7 s 4-6; 2013 c 73 s 4,5; 2014 c 308 art 9 s 52; 1Sp2017 c 1 art 2 s 30,31; art 15 s 30,31; 1Sp2019 c 4 art 4 s 5; 1Sp2019 c 6 art 4 s 23

Conditional Land Use Review Form

Email to: state.deeds.mdor@state.mn.us

Property Information	Deed Number	Issuance Date
	0212014	4/30/2016
	Applicant	
	City of Blackduck	
Conditional Use Granted by the Deed		
Property for a trailhead and public parking for the Blue Ox Trail		

Ownership	Is the property listed on the deed still owned by the governmental subdivision to which it was originally conveyed?
	<input type="checkbox"/> Yes <input type="checkbox"/> No, call the State Deeds line at 651-556-6085

Use of Property	Is the property still being used for the purpose listed on the deed?
	<input type="checkbox"/> Yes
	<input type="checkbox"/> No. If no, which of the following options will you pursue?
	<input type="checkbox"/> Incorporate the property and its authorized public use into a formal plan <input type="checkbox"/> Reconvey the property to the State of Minnesota (use PT Form 975 or 976) <input type="checkbox"/> Purchase the property at market value <u>after</u> reconveying it to the State of Minnesota

Signature and Date	<i>I certify that the above information is true and correct.</i>	
	Authorized Signature	Title
	Date	

Conveyance of Forfeited Lands
Issued Pursuant to Minnesota Statute, Chapter 282

Deed Tax Due: _____
Date: _____

Commissioner's Deed No. **0212014**

WHEREAS, the real property described below has become duly forfeited to the State of Minnesota to be held in trust in favor of the taxing districts for the nonpayment of taxes or otherwise, and,

WHEREAS, pursuant to Minnesota Statutes section 282.01, subdivision 1a, paragraph (e) and related provisions, the Grantee has applied to the Commissioner of Revenue to convey to the Grantee the real property described below to be used for an authorized public use and the County Board has made a favorable recommendation with respect to the conveyance, and

WHEREAS, the Commissioner of Revenue has determined that the Grantee has fully complied with the conditions for said conveyance and is entitled to an appropriate conveyance of the real property, and,

NOW, THEREFORE, for valuable consideration and pursuant to said laws, the Commissioner of Revenue, acting on behalf of the State of Minnesota, a sovereign body ("Grantor"), does hereby convey and quitclaim free from any trust to City of Blackduck ("Grantee"), for so long as the Grantee shall continue to use the Property for a trailhead and public parking for the Blue Ox Trail, real property in Beltrami County, State of Minnesota legally described as follows:

BROWN'S SUBDIVISION Lot-001 Block-001 LOTS 2 & 3 & LOTS 1 - 4 BLK 3 & LOTS 1 - 3 BLK 4
Township 149
Range 30
Section 18,

Check here if all or part of the described real property is Registered (Torrens) ()

together with all hereditaments and appurtenances belonging thereto, but excepting and reserving to the said state, in trust of the taxing districts concerned, all mineral rights, as provided by law.

Check applicable box:

- (X) The Seller certifies that the Seller does not know of any wells on the described real property.
() A well disclosure certificate accompanies this document.
() I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.
() (If electronically filed, insert WDC number:)

NOTE: The State of Minnesota is issuing this deed for the county and other taxing jurisdictions and in reliance on the Auditor's certification stating the above.

THE MONETARY CONSIDERATION FOR THIS CONVEYANCE IS \$500 OR LESS.

BY STATE OF MINNESOTA, CYNTHIA BAUERLY, Commissioner of Revenue

By: _____,
GARY MARTIN, duly appointed representative of the Commissioner of Revenue.

State of Minnesota
County of Ramsey

This instrument was acknowledged before me on 30th day of April, 2016, by GARY MARTIN, duly appointed representative of the Commissioner of Revenue, on behalf of the State.

THIS INSTRUMENT WAS DRAFTED BY:
Minnesota Department of Revenue
600 North Robert Street, 4th Floor
St. Paul, MN 55146

Tax statements for the real property described
in this document should be sent to:
Name:
Address:

Conditional Land Use Review Form

Email to: state.deeds.mdor@state.mn.us

Property Information	Deed Number	Issuance Date
	0212015	4/30/2016
	Applicant	
	City of Blackduck	
Conditional Use Granted by the Deed		
Property for a trailhead and public parking for the Blue Ox Trail		

Ownership	Is the property listed on the deed still owned by the governmental subdivision to which it was originally conveyed?
	<input type="checkbox"/> Yes <input type="checkbox"/> No, call the State Deeds line at 651-556-6085

Use of Property	Is the property still being used for the purpose listed on the deed?
	<input type="checkbox"/> Yes
	<input type="checkbox"/> No. If no, which of the following options will you pursue?
	<input type="checkbox"/> Incorporate the property and its authorized public use into a formal plan <input type="checkbox"/> Reconvey the property to the State of Minnesota (use PT Form 975 or 976) <input type="checkbox"/> Purchase the property at market value <u>after</u> reconveying it to the State of Minnesota

Signature and Date	<i>I certify that the above information is true and correct.</i>	
	Authorized Signature	Title
	Date	

Conveyance of Forfeited Lands
Issued Pursuant to Minnesota Statute, Chapter 282

Deed Tax Due: _____
Date: _____

Commissioner's Deed No. **0212015**

WHEREAS, the real property described below has become duly forfeited to the State of Minnesota to be held in trust in favor of the taxing districts for the nonpayment of taxes or otherwise, and,

WHEREAS, pursuant to Minnesota Statutes section 282.01, subdivision 1a, paragraph (e) and related provisions, the Grantee has applied to the Commissioner of Revenue to convey to the Grantee the real property described below to be used for an authorized public use and the County Board has made a favorable recommendation with respect to the conveyance, and

WHEREAS, the Commissioner of Revenue has determined that the Grantee has fully complied with the conditions for said conveyance and is entitled to an appropriate conveyance of the real property, and,

NOW, THEREFORE, for valuable consideration and pursuant to said laws, the Commissioner of Revenue, acting on behalf of the State of Minnesota, a sovereign body ("Grantor"), does hereby convey and quitclaim free from any trust to City of Blackduck ("Grantee"), for so long as the Grantee shall continue to use the Property for a trailhead and public parking for the Blue Ox Trail, real property in Beltrami County, State of Minnesota legally described as follows:

STELMACH'S ADDITION Lot-008 Block-005 & LOTS 9 & 10
Township 149
Range 30
Section 18,

Check here if all or part of the described real property is Registered (Torrens) ()

together with all hereditaments and appurtenances belonging thereto, but excepting and reserving to the said state, in trust of the taxing districts concerned, all mineral rights, as provided by law.

Check applicable box:

- (X) The Seller certifies that the Seller does not know of any wells on the described real property.
() A well disclosure certificate accompanies this document.
() I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.
() (If electronically filed, insert WDC number:)

NOTE: The State of Minnesota is issuing this deed for the county and other taxing jurisdictions and in reliance on the Auditor's certification stating the above.

THE MONETARY CONSIDERATION FOR THIS CONVEYANCE IS \$500 OR LESS.

BY STATE OF MINNESOTA, CYNTHIA BAUERLY, Commissioner of Revenue

By: _____,
GARY MARTIN, duly appointed representative of the Commissioner of Revenue.

State of Minnesota
County of Ramsey

This instrument was acknowledged before me on 30th day of April, 2016, by GARY MARTIN, duly appointed representative of the Commissioner of Revenue, on behalf of the State.

THIS INSTRUMENT WAS DRAFTED BY:
Minnesota Department of Revenue
600 North Robert Street, 4th Floor
St. Paul, MN 55146

Tax statements for the real property described
in this document should be sent to:
Name:
Address:



2020 Elected Leaders
Institute: Advanced
Program

2020 Elected Leaders
Institute: Foundational
Program

2020 Legislative Conference

Co-Sponsored Events

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2020 Elected Leaders Institute: Advanced Program

REGISTER for the [Plymouth location \(Jan. 24-25\)](#)!

REGISTER for the [Baxter location \(Feb. 28-29\)](#)!

(Please note — this event was formerly entitled the Experienced Officials Leadership Conference.)

Looking to start the new year on a positive note? This two-day program — developed specifically for experienced municipal officials — gives you that chance by helping to develop your leadership skills and giving you useful tools to bring back to your city!

When you attend this program, you will:

- Find creative solutions for working with difficult constituents.
- Learn how transparency and public trust are built through ethical leadership skills.
- Get tools for clearly communicating decisions that gain support and lead to action.
- Understand a decision-making framework that allows for identifying problems, collecting evidence, creating a solution, and implementing a plan.
- Hear about the League's priorities for the 2020 legislative session.

Plus, if you attend the Plymouth location, you'll be able to spend time creating connections with newly elected officials during shared sessions and networking time.

—[Plymouth Agenda \(Jan. 24-25\)](#)

—[Baxter Agenda \(Feb. 28-29\)](#)

—[Hotel Information](#)

Fee: \$275

Please note: The conference fee does not include lodging.

Date and Location:

Jan. 24-25—Plymouth

Crowne Plaza Minneapolis West

3131 Campus Drive ([view map](#))

Plymouth, MN 55441

Local Phone Number: (763) 559-6600

National Reservations: (877) 227-6963

Feb. 28-29—Baxter

Arrowwood Lodge at Brainerd Lakes

6967 Lake Forest Road ([view map](#))

Baxter, MN 56425

Local Phone Number: (218) 822-5634

Your LMC Resource

Contact Kate Brenna

Engagement & Learning

Administrative Assistant

(651) 281-1249 or (800) 925-1122

kbrenna@lmc.org

Cancellation Policy

All cancellation requests must be in writing, emailed, or faxed 7 days prior to the conference and are subject to a 20% handling fee. All unpaid registrations not cancelled 7 days in advance will be billed at the full conference rate; no refunds will be made. Registrants unable to attend may also send a substitute.

Meet our city vendors!



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- HR Reference Manual

I need to:

- Contact League Staff
- Submit a Question to Research
- Submit a Claim with LMCIT
- Post an RFP or For Sale Ad
- Post a Job Opening



2020 Elected Leaders Institute: Advanced Program

2020 Elected Leaders Institute: Foundational Program

2020 Legislative Conference

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2020 Elected Leaders Institute: Advanced Program Agenda - Baxter

FRIDAY

10:30 a.m.

Registration Opens

11 a.m.

Welcome and Overview

Mike Mornson, LMC Board President and City Manager, Hopkins; Adriana Temali-Smith, Education Manager, League of Minnesota Cities
Kick off the program by hearing how to make the most out of your conference experience, and hear about resources and ongoing learning available after you leave.

11:15 a.m.

Critical Issues Roundtables

Luke Fischer, Deputy Director, League of Minnesota Cities
Discuss critical issues facing cities, exploring trends and ideas with other elected leaders.

12 p.m.

Lunch

1 p.m.

Effective Decision-Making and Communicating for Action

John McVea, Associate Professor of Entrepreneurship, University of St. Thomas

How do leaders make good decisions? What are the steps to consider when thinking critically about complex issues? Once we make decisions, how do we communicate them clearly?

In this workshop you will explore and practice using two models designed to increase your effectiveness as leaders within your city:

1. Explore how to use a four-step decision-making process to make more effective decisions.
2. Practice how to communicate decisions clearly using pyramid-thinking that generates support and action.

Note: Two breaks of 15 minutes each are scheduled for 2 p.m. & 3:15 p.m. during this session.

4:30 p.m.

Break

4:45 p.m.

Advocacy at the Capitol

Gary Carlson, Director of Intergovernmental Relations, League of Minnesota Cities

Learn about the League's priorities for the 2020 legislative session and how you can make a difference at the Capitol.

5:15 p.m.

Social Time

6 p.m.

Dinner and Remarks from League Leadership

Mike Mornson, LMC Board President and City Manager, Hopkins; Dave Unmacht, Executive Director, League of Minnesota Cities

7 p.m.

Adjourn

SATURDAY

7:30 a.m.

Continental Breakfast

8 a.m.

Your Role as a City Leader

Dave Unmacht, Executive Director, League of Minnesota Cities

What does being an elected official mean in terms of leading your city? What skills do you need? We'll take a look at how you can use collaboration and communication to effectively lead your city into the future.

8:30 a.m.

Building Trust, Creating Solutions

Roger Reinert, Managing Partner, Reinert Law

The ground has shifted when it comes to the public's trust in government. Facts are no longer facts, and for many citizens there

are no longer any trusted sources of information — including their elected and appointed officials. However, there is good news! Those serving in local government are still considered competent and effective. This session will address tangible actions you can take as elected officials to bolster — and even grow — public trust in your community. By the end of this session, you will have techniques you can use to successfully build trust within your community, as well as creative solutions for engaging multiple parties within your city. Come prepared to learn and share.

Note: A 15-minute break is scheduled for 9:30 a.m. during this session.

10:45 a.m.

Break

11 a.m.

The Power of Purpose

Chad Weinstein, Ethical Leaders in Action

A clear sense of purpose is a critical leadership tool, enabling leaders like you to sustain yourself and to engage others in pursuit of common goals. But elected leaders often face real challenges to their sense of purpose. Using real-world stories and examples, this session will show how consciously maintaining a clear sense of purpose can boost your effectiveness and help you build teams.

This interactive presentation will give you practical techniques, such as:

- Understanding the dynamic nature of a sense of purpose, and how to maintain it in situations that would otherwise put mission orientation at risk.
- Ethical persuasion: an approach drawn from the tradition of servant leadership that helps to change minds while strengthening relationships.
- Using fair process principles in civic decisions, which research has shown leads to a level of trust in decision-makers.

12 p.m.

Adjourn

[Return to the main conference page.](#)

[Reserve your hotel room.](#)

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Administrative Assistant

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New LMC Blog - The Pipeline



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