

BLACKDUCK CITY COUNCIL MEETING

MONDAY, FEBRUARY 10, 2020 @ 6:00PM

CITY HALL 8 SUMMIT AVE. BLACKDUCK, MN



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

2. **APPROVAL OF AGENDA**

3. **CONSENT AGENDA** – *All items listed under the Consent Agenda, unless removed from the Consent Agenda shall be approved by one Council motion.*
 - a. January 6, 2020 Council Meeting Minutes
 - b. January 9, 2020 Golf Board Meeting Minutes
 - c. January 15, 2020 Liquor Committee Meeting Minutes
 - d. January 15, 2020 Planning Commission Meeting Minutes
 - e. January 16, 2020 Revolving Loan Fund Committee Meeting Minutes
 - f. January 16, 2020 Personnel Committee Meeting Minutes
 - g. January 21, 2020 City Council Work Session Meeting Minutes
 - h. February 6, 2020 Golf Board Meeting Minutes
 - i. November 21, 2019 Kitchigami Regional Library Board Meeting Minutes & 2020 Operating Budget for Blackduck Branch - FINAL
 - j. January 2020 Fund Balance Report & Scheduled Transfers & 2020 Bond Payments
 - k. January 2020 Bills
 - l. YTD 2020 January Water Income Statement
 - m. YTD 2020 January Sewer income Statement
 - n. YTD 2020 January Pine Tree Park Income Statement
 - o. YTD 2020 January Golf Income Statement
 - p. YTD 2020 January Liquor Income Statement
 - q. January 2020 Month End Remittance Report
 - r. December 2019 LG216 Lawful Gambling Monthly Rent Report
 - s. Final Approval – January 2020 Part-time employee hires
 - t. Final Approval – Paul & Kandi Kohman Lead Hazard Control Grant Repayment Agreement Satisfaction
 - u. Final Approval – January 2020 Short Settlement Property tax statement
 - v. Final Approval – Sanitary Sewer Discharge Permit 2020-01 – Karl Dobmeier
 - w. Final Approval – Ehlers Potential refunding of existing bonds
 - x. Final Approval – LMCIT No-Fault Sewer Back-up & Water Main Break Coverage – 2020 Renewal
 - y. Final Approval – Application package for building permit to Beltrami County– Golf Course cart shed
 - z. Final Approval – Application for variance to Beltrami County – Golf Course Cart shed
 - aa. Updated – 2020 Local Government Aid (LGA) to Cities Payable Recertified 02/07/2020 – City of Blackduck increases to \$269,305

4. **BLACKDUCK FORUM** – *Visitors may share their concerns with Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual’s presentation if it becomes redundant. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. No action will be taken at the time.*

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5. PERSONNEL COMMITTEE RECOMMENDATION –

- a. Approval Needed - Addition - Full-time Assistant Manager Liquor Store position

6. ROAD PROJECTS & CITY BUILDING EVALUATIONS – WSN Representatives

- a. Approval Needed - WSN Proposal for Engineering Services PER & ER for Water & Wastewater systems
- b. Approval Needed – WSN City Building Review – Physical Needs Assessment for Liquor Store, City Hall, & Maintenance Facility
- c. Consideration of Crosswell Avenue – Council should consider how to proceed – Next steps include
 - i. Order the remaining plans be completed
 - ii. Order the project - March
 - iii. Call for quotes from contractors – mid-April

7. PUBLIC WORKS REPORT – Mike Schwanke, Public Works Supervisor

8. LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

- a. Caterer’s Permit Application

9. LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

10. FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

- a. Fire Protection Contract Meeting – February 13, 2020 @ 6:00pm
 1. 2019 Actual Expenditures & 2020 Approved Budget
 2. KOPP formula for 2020
 3. Fire & Rescue Calls for 2019
 4. August 29, 2019 Annual Budget Meeting Minutes

11. GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

12. LIBRARY REPORT – Kelly Hanks, Head Librarian

- a. 2019 Year review
- b. Library Board Meeting – February 18, 2020 @ 6pm

13. ADMINISTRATOR’S REPORT – Christina Regas, City Administrator

- a. Resolution 2020-03 – Resolution approving the terms of an internal loan in connection with construction of the Blackduck golf course cart shed – updated terms
- b. Resolution 2020-06 – Resolution to appoint election judges for the 2020 Presidential primary, state primary, and general elections
- c. Resolution 2020-07 – Resolution supporting a grant application made to the MN DNR for the Federal recreational trail program by the Blackduck Stumpjumpers snowmobile club & acknowledging the City of Blackduck to act as the fiscal agent on behalf of the grant
- d. Resolution 2020-08 – Resolution requesting Reconveyance of Forfeited Lands to the State of Minnesota Parcel #81.00368.00
- e. Resolution 2020-09 – Resolution requesting Reconveyance of Forfeited Lands to the State of Minnesota – parcel #81.00454.00

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- f. Resolution 2020-11 – Resolution authorizing PERA contributions for qualifying part-time Police officers for the City of Blackduck – annual designation
- g. Council Consideration - Annual LMCIT Liability Coverage – Waiver Form
- h. Council Consideration - Letter of Intent for City Council member appointment – Tyler Roth
- i. Resolution 2020-10 – Resolution appointing Tyler Roth to the Blackduck City Council
- j. Oath of Office – Council member Roth
- k. Council to call a Public Hearing February 25, 2020 @ 6pm – USDA Rural Development requirement to provide City of Blackduck an opportunity to become acquainted with the proposed application for Community Facility Program Grant funding for public works equipment funding
- l. City Hall Closed early for Election Judge Training – February 19, 2020 @ 2pm
- m. Reminder City offices closed February 17, 2020 President’s Day
- n. Request Tuesday, February 25, 2020 Work Session *immediately following Public Hearing @ 6pm*
- o. Reminder March 9, 2020 Council Meeting
- p. Reminder 2020 Elected Official Conference – February 28 – 29, 2020 Baxter, MN
- q. Presidential Primary – March 3, 2020 Blackduck City Hall
- r. MCFOA Annual Conference – March 16-19, 2020 – St. Cloud
- s. Board of Review Meeting for City of Blackduck – April 27th, 2020 @ 9am Blackduck City Hall

14. MAYOR AND/OR COUNCIL MEMBER REPORTS – Mayor Patch & Council

15. COMMUNITY EVENTS/GOOD THINGS HAPPENING –

- a. City of Blackduck Employee Anniversaries –
 - i. *Melissa Gullette - 7 years (March 2012 - Liquor Store)*
- b. Blackduck Development Corporation Meeting –February 12, 2020 @ 11am
- c. Blackduck Chamber Meeting – February 19, 2020 Noon @ Restaurant 71
- d. Blackduck Area Chamber of Commerce Appreciation Dinner – February 24, 2020 @ 6pm @ Northern Escape Venue RSVP by February 7, 2020
- e. Blackduck Planning Commission Meeting – February 26, 2020 @ 2pm
- f. 2020 Spring Clean-up Event – May 16, 2020 – 8-11am – REGISTRATION REQUIRED

16. ADJOURN