



MINUTES

Council Meeting

6:00 PM - Tuesday, September 8, 2020

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Tuesday, September 8, 2020, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

COUNCILORS PRESENT: Councilor Jason Kolb, Mayor Maxwell Gulette, and Councilor Sheldon Ostlund

COUNCILORS EXCUSED:

STAFF PRESENT: City Administrator Christina Regas, Police Chief Jace Grangruth, Assistant Liquor Store Manager Melissa Gulette, Public Works Supervisor Mike Schwanke, and Liquor Store Manager Shawnda Lahr

OTHERS PRESENT: Kaydre Gulette, and Jennifer Parker of the Blackduck American

1. CALL TO ORDER

- a. Roll Call
Vice-Mayor Gulette called the meeting to order at 6:00pm.
- b. Pledge of Allegiance
Vice-Mayor Gulette led the meeting with the pledge of allegiance.

2. APPROVAL OF AGENDA

a.

Jason Kolb moved to approve the agenda as presented Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gulette	For
Sheldon Ostlund	For

3. RESIGNATION OF MAYOR MOORE & APPOINTMENT OF VICE-MAYOR GULLETTE

- a. Resolution 2020-24 - Resolution Accepting Resignation and Declaring a Vacancy

Jason Kolb moved to approve Resolution 2020-24 Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
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Maxwell Gullette For
Sheldon Ostlund For

- b. Resolution 2020-25 - Resolution appointing Vice-Mayor Maxwell Gullette to serve the term of the resigning Mayor through December 31, 2020; or when 2020 General Election results have been finalized

Jason Kolb moved to approve Resolution 2020-25 Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb For
Maxwell Gullette For
Sheldon Ostlund For

- c. Oath of Office - Swearing in of Mayor Maxwell Gullette
Administrator Regas swore in Mayor Gullette.

4. CONSENT AGENDA

All items listed under the Consent Agenda, unless removed from the Consent Agenda shall be approved by one Council motion.

- a. August 10, 2020 Blackduck City Council Meeting Minutes
- b. August 14, 2020 Finance Committee Meeting Minutes
- c. August 17, 2020 Public Safety Committee Meeting Minutes
- d. August 19, 2020 Blackduck Planning Commission Meeting Minutes
- e. August 20, 2020 Blackduck Fire Department Annual Meeting of Townships Minutes
- f. August 21, 2020 Finance Committee Meeting Minutes
- g. August 28, 2020 Finance Committee Meeting Minutes
- h. August 31, 2020 Blackduck City Council Work Session Minutes
- i. September 1, 2020 Personnel Meeting Minutes -
- j. August 2020 Fund Balance Report & CARES Funding Transfers to City departments
- k. August 2020 Bill Batch Report
- l. August 2020 Sewer Income Statement
- m. August 2020 Water Income Statement
- n. August 2020 Pine Tree Park Income Statement
- o. August 2020 Golf Course Income Statement
- p. August 2020 Liquor Store Income Statement
- q. July 2020 Lawful Gambling Report from the Blackduck Firemen Relief
- r. Final Approval - 2021 City of Blackduck Insurance Pool Renewal
- s. Final Approval - September Part time new hires
- t. Final Approval - Deerwood Bank Interest Rate update City of Blackduck Official Depository
- u. Final Approval - 2021 Labor Agreement between the City of Blackduck and International Union of Operating En gineers, Local 49-AFL-CIO
- v. Final Approval - CARES Funding Report for City of Blackduck - March 2020 - August

Jason Kolb moved to approve the consent agenda as presented Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

w.

5. 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.

- a. No one was present to speak on behalf of the Blackduck Forum.

6. REPORTS OF COMMITTEES AND CITY STAFF

- a. Public Safety Committee Report

Regas reported the committee's meeting with the neighborhood requesting their alley being posted as a No-Thru traffic alley. Regas stated she has requested the City Attorney work on revising the City Ordinance to make all alley-ways in the City No-Thru traffic. Regas further stated the committee recommended if the neighbors of a adjoining alley requested the alley be posted with signage it would be at the cost of the property owners and the City would erect the signs. Mayor Gullette asked if every alley in the city would be signed. Regas stated not the signage but by revising the ordinance then no thru-traffic would be 'global'. Chief Grangruth stated that the only alleys that the ordinance would be enforceable would be those that have signage. Grangruth further stated that without the signage his department can't enforce it. Grangruth stated that if property owners wish to have it posted and wish to pay for it then the city can enforce it. Councilor Kolb asked if the signage is then on the property owners cost including the costs for maintenance to put them up and care for them. Regas stated that was not discussed. Grangruth stated that was beyond the public safety committee and should be the decision of the city council and having the public works department involved in the decision is important too. Schwanke stated he is 100% against posting signage in the alleys. Schwanke stated so many of alleys are so tight now it is very difficult to plow them in the winter once signage is added it will be worse since there will need to have signs at both ends of the alley. Schwanke stated he can't see that there is this much of an issue that closing down an alley is needed. Councilor Kolb asked Chief Grangruth how many police calls his department has seen that have been in violation of the use of that alley. Grangruth stated his department has not had calls and stated he is not going to argue with the property owners that live there, his department has not taken any calls. Grangruth further stated he does not understand why the alley in question would ever be used. Councilor Ostlund stated it is a short cut and is used that way that is near his home. Schwanke stated he can understand that alley being used. Grangruth further stated his department doesn't get calls for everything. Schwanke asked the council to consider who's responsibility it will be when the signs are taken out by the snow plow. Schwanke further stated he does not think the city should move forward with the signage. Councilor Ostlund stated he spoke to residents in his neighborhood and reported that although the signage would be nice to have they do not believe it is

necessary.

Regas asked for Council decision on the recommendations of the committee: Mayor Gullette stated he is not in favor of it. Councilors Kolb and Ostlund also stated they are not in favor of the signage. Regas stated for clarification it is the City's decision to not amend the City Ordinance and not to allow the signage to be erected. Mayor Gullette confirmed. Regas stated a letter would be drafted to the residents that requested the signage in the petition the decision of the City Council. Nothing further.

6.1. PUBLIC WORKS REPORT - MIKE SCHWANKE, PUBLIC WORKS SUPERVISOR

6.1.1. Approval Needed - City Street Map Review & Corrections - Beltrami County GIS Director

Schwanke requested the City Council members to review the map provided from Beltrami County GIS Director and sign off. Nothing further.

6.1.2. Report -

Schwanke reported the renovations at Pine Tree Park were coming along nicely. Mayor Gullette asked the status of the tree down on 3rd Street SE near a powerline. Schwanke stated he has notified Beltrami Electric to respond.

6.2. LIQUOR STORE REPORT - SHAWNDA LAHR, LIQUOR STORE MANAGER

6.2.1. Report -

Lahr had nothing new to report.

6.3. LAW ENFORCEMENT REPORT - JACE GRANGRUTH, POLICE CHIEF

6.3.1. Report -

Grangruth stated his department will be starting using the body camera this week and will have more reporting requirements to comply with.

6.4. FIRE DEPARTMENT REPORT - BRIAN LARSON, FIRE CHIEF

6.4.1. Report -

Regas stated Chief Larson has not reported the status of Engine #2 at this time or a cost estimate. Regas further reported that Kelliher Fire and Bemidji Fire are on standby.

6.5. GOLF COURSE REPORT - JIM ANDERSEN, GOLF COURSE SUPERINTENDENT & PAM EXNER, CLUB HOUSE MANAGER

6.5.1. Report -

Regas had nothing new to report. Regas stated sales are up over 2019 and so far this is the best year the course has had. Mayor Gullette asked when the grass seed will be planted near the cart shed. Regas stated the retaining wall still has some finishing to do before.

6.6. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

6.6.1. September 15, 2020 @ 6pm - Blackduck Library Board Meeting

6.6.2. September 17, 2020 @ 6pm - Kitchigami Regional Library Board Meeting - Pine River

6.6.3. Report -

Mayor Gullette stated that Danielle's last day was Friday, September 4, 2020 and the Library is hiring now.

7. ADMINISTRATOR'S REPORT

- a. Approval Needed - Resolution 2020-26 - Resolution accepting signature card authorization to new City Mayor

Jason Kolb moved to approve Resolution 2020-26 Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

- b. Approval Needed - Resolution 2020-27 - Resolution declaring a vacancy for the seat of Councilor due to appointment of Vice-Mayor Gullette to fill the seat of Mayor through December 31, 2020; or when 2020 General Election results have been finalized.

Jason Kolb moved to approve Resolution 2020-27 Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

- c. Approval Needed - Resolution 2020-01 Revised - Resolution of annual appointments and designations for 2020

Jason Kolb moved to approve Revised Resolution 2020-01-5 with Councilor Kolb serving as Vice-Mayor, Councilor Ostlund on the Personnel Committee; Mike Schwanke to fill the vacancy on the Public Safety Committee; and Mayor Gullette to fill the vacancy on the Golf Board Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

- d. Consideration & Approval Needed - CARES Funding Recommendations - Blackduck Ambulance - \$5,000 - to cover payroll for public health & personal protective equipment
Small Business Assistance Grants - \$20,000 - program supported by HRDC - Ryan Zemek, Administrator

Regas provided a recommendation to the City Council to grant City CARES Funding to the Blackduck Ambulance in the amount of \$5,000 and to earmark \$20,000 for Economic Grants to local businesses. Regas requested a City Council sit on a committee to develop the economic grant program and to assist in awarding the funding. Councilor Ostlund stated he could assist with the grant program.

Maxwell Gullette moved to approve the recommendation of the City Administrator to grant \$5,000 of the CARES funding to the Blackduck Ambulance and earmark \$20,000 for economic grants to local Blackduck businesses from the remaining Blackduck CARES funding Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

- e. September 14, 2020 @ 6pm - Blackduck City Council Public Hearing - Building Remodeling & Rebuilding CIP - City Hall
Councilor Kolb asked Regas if the City has had any comments from property owners regarding the public hearing. Regas stated she has had no public questions.
- f. 2020 General Election Early Voting - September 18, 2020 - November 2, 2020
- g. September 21, 2020 @ 6pm - Blackduck City Council Work Session - City Hall
- h. September 28, 2020 @ 6pm - Blackduck City Council Special Council Meeting - Certify Proposed 2021 Levy
Mayor Gullette called a Special Council Meeting on September 28, 2020 @ 6pm to Certify the Proposed Levy for 2021.

8. MAYOR AND/OR COUNCIL MEMBER REPORTS

- a. Mayor Gullette thanked the Blackduck School staff for successfully starting the 2020-2021 school year and asked the public to please stop for school buses.

9. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. September 9, 2020 @ 11am - Blackduck Development Corporation - City Hall
- b. September 16, 2020 @ Noon - Blackduck Area Chamber of Commerce - The Pond
- c. September 16, 2020 @ 2pm - Blackduck Planning Commission Meeting - City Hall

10. ADJOURNMENT

- a.

Maxwell Gullette moved to adjourn the city council meeting at 6:44pm Jason Kolb seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

City Administrator, Christina Regas

Mayor Maxwell Gullette