



# MINUTES

## Council - Work Session Meeting

6:00 PM - Monday, September 21, 2020  
City Hall, 8 Summit Drive, Blackduck MN

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The Council - Work Session of the City of Blackduck was called to order on Monday, September 21, 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 Gullette, and Councilor Sheldon Ostlund

**COUNCILORS EXCUSED:**

**STAFF PRESENT:** City Administrator Christina Regas and Public Works Supervisor Mike Schwanke

**OTHERS PRESENT:** Pamela Whitmore LMC, Nicholas Seitz

### 1 CALL TO ORDER

- a) Roll Call  
Mayor Gullette called the meeting to order at 6:00pm.
- b) Pledge of Allegiance  
Mayor Gullette dispensed with the pledge of allegiance.

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

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

### 2 APPROVAL OF AGENDA

- a)

### 3 OLD BUSINESS

- a) City Building Remodeling & Rebuilding  
Regas reported at this time the City has received no public comment against the bonding for the city buildings and the expiration date is October 14, 2020.
- b) Golf Course Cart Shed  
Regas supplied the board informed of the current budgeted expenses and payables for the cart shed. Regas further stated that the golf board decided that with the donated manpower, materials, and funding the services from TG Sales & Services were no longer needed to finish the exterior work. Regas stated the budget should come under. Councilor Ostlund asked if the finishing work will be completed in the

next month. Regas stated yes. Mayor Gullette stated he will be meeting with Superintendent Andersen on Tuesday, September 22, 2020 @ 9am to familiarize him with the golf course and the operations. Nothing further.

c) Public Works Trucks

Schwanke stated he spoke with his representative and the status of the City Trucks has transferred over to being at the assembly plant now but still had no delivery date. Nothing further.

d) Council Vacancy

Mayor Gullette stated he has spoken to Cassie Seitz and she was very interested. Nicholas Seitz stated he too was interested in serving on the council. Mayor Gullette further stated Lexi (*no last name provided*) was also interested and planned to reach out to Regas. Nothing further.

e) Equity Awareness Training - October 9th 2-5pm & October 10th 10am-1pm - Virtual Event

Regas reported the Equity Awareness Training will be virtual instead of on-sight which will provide the community with more than one event for the same cost. Regas reported the dates will be October 9th from 2-5pm and October 10th from 10-1pm. Sarah Barrot still plans to provide circle keepers to businesses or locations that wish to have a group in attendance for one registration. Regas stated this process will limit contact for the safety of the attendees. Regas stated as soon as the flyer is available it will be pushed out to the Chamber members, Blackduck Development Corp, and all City and School staff. Regas stated for those council members that wish to attend the City would need to notify the public of the reason for a quorum in attendance. Mayor Gullette asked the board members how they wish to attend in person or virtually. Councilor Ostlund stated he would prefer in person; Councilor Kolb stated he was not going to be in attendance; Mayor Gullette stated he would like to be in person. Regas stated that she would offer the City staff to attend at City Hall with the board members as one group when the invite link is developed. Councilor Kolb asked where the link will be provided. Regas stated when the speaker develops the flyer and program the link will be available for an attendee to select and then register themselves at which point the invite will only be sent to those wishing to attend. Nothing further.

f) Collaborative Services from League of MN Cities - Pamela Whitmore

Whitmore thanked the board for having her at the work session and encouraged the board to have her return after the November election. Whitmore provided the board an overview of her services from the League of MN Cities and to answer any questions the board may have. Whitmore covered in detail questions regarding open meeting law and made suggestions on how to engage the public. Whitmore covered current statute changes due to COVID and open meeting law as it pertains to utilizing virtual applications. Whitmore covered the 7 reasons why a City can close a meeting. Whitmore covered the responsibilities of a Statutory A City format and the board members duties noting that not all Statutory A cities process will be the same based on size. Whitmore encouraged the City to have an on-boarding process for city councilmembers. Whitmore and the board discussed civic engagement in Blackduck and how to gather interest of the public to meetings and to serve on the board. Whitmore thanked the board for having her speak. Nothing further.

g) Blackduck Beach

Schwanke stated the DNR donated the east landing floating dock to the City and the tentative plan is to place it south of the beach. Councilor Kolb asked if the crushed granite or asphalt has been placed on the road yet. Schwanke stated there was no discussion of granite or asphalt. Mayor Gullette asked if there is a plan to gate off the beach after summer. Schwanke stated he plans to place 2 new gates on the south and north access with a 'man gate' on one side for handicap accessibility before winter. Mayor Gullette stated he visited the campground and checked out the

lightening strike and noted how impressive it was. Gullette further stated he thinks the park looks the best it has it many years.

h) 2021 Budget Planning Process - Updates

Regas provided updates to the 2021 budget process and the proposed levy for 2021 noting another reduction in expenses to the administration budget, and the rental inspections for 2020 will be complete this year and not carry into 2021. Regas further stated the impact on the levy will be less than 1%. Regas stated the departments did will controlling expenses and the hopes to have little impact unless a major break-down on equipment happens. Mayor Gullette thanked the departments for keeping the budget controlled and reduced.

i) Pine Tree Park Renovations

Regas summarized a conversation she had recently with former Mayor Kevin Beck stating how proud Beck was the beach was a success. Regas further stated Beck will continue to help fundraise for the next phases for the beach. Schwanke stated the renovations on the showers and restrooms are completed for 2020 and interior renovations he hopes to complete in 2021. Nothing further.

j) Blackduck Hot Water AIS Station -

Schwanke had no updates on the process of the station at this time.

k) CARES Funding update

Regas provided a summary of funds spent to date and the press release for the Blackduck Assistance Program. Regas stated applications can begin now. Regas stated the Ambulance Board was thankful for the donation from the CARES funding.

l) Deputy Clerk / Administrative Assistant Position - update

Regas stated an offer had been made to a candidate which was rescinded so Regas sent another offer to an eligible candidate of which was accepted. Regas stated the start date for the new candidate is tentatively October 5, 2020. Nothing further.

#### **4 NEW BUSINESS**

a) Nicholas Seitz - 273 Margaret Ave Fence issue from 2019-2020 winter snowplowing -

Seitz was present to speak with the council regarding damages to his chain link fence during the 2019-2020 winter. Seitz stated his concern that the section of fence that was damaged due to improper installation. Seitz stated the whole fence was installed properly except for one area near the water shut off to allow for space for the hardware. Seitz stated he loves his property and Blackduck and he wants to have a nice yard so other neighbors keep their property in nice shape too. Seitz stated he does not have an issue paying for the damage himself as long as it does not get wrecked next year. Seitz stated the reason it was wrecked was due to many issues, tenants across the road vehicles parked for a length of time, a large snow year, and hardpacked snow to remove. Seitz stated the fence is 12' from the curb which he overcompensated for the regular setback of 8'.

Councilor Kolb stated if the fence is past the setback the issue becomes how far the snow was pushed back on the setback, is there any negligence on the City's part, if the fence was built to standards and code. Councilor Kolb confirmed with Seitz that the fence was 'bowed in' towards the property. Seitz stated the stop post from the packed snow was damaged.

Mayor Gullette asked the board for a solution for Seitz. Regas reminded Gullette no formal decision could be voted on at the work session. Gullette agreed but asked for the feedback of the board.

Seitz stated since it is the first year it happened he would be willing to replace the \$200 in top posts but would like reassurance it does not happen again.

Mayor Gullette requested Schwanke to look into the liability and asked Seitz if that would be of interest to him. Seitz stated to Schwanke he and his team do a great job. Mayor Gullette requested Schwanke come to the board meeting with some

recommendation.  
Nothing further at this time.

**5 ADJOURNMENT**

a)

Maxwell Gullette moved to adjourn the work session at 7:30pm Jason Kolb seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

b)

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Christina Regas, City Administrator

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Maxwell Gullette, Mayor