



MINUTES

Council Meeting

6:00 PM - Monday, October 5, 2020

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, October 5, 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, Councilor Sheldon Ostlund, and Councilor Nicholas Seitz

COUNCILORS EXCUSED:

STAFF PRESENT: City Administrator Christina Regas, Police Chief Jace Grangruth, Golf Course Manager Jim Andersen, Assistant Liquor Store Manager Melissa Gulette, Liquor Store Manager Shawnda Lahr, and Librarian Kelly Hanks

OTHERS PRESENT: Jennifer Parker

1. CALL TO ORDER

- a. Roll Call
Regas took roll call of the board others present.
- b. Mayor Gulette called the meeting to order at 6:00pm.
- c. Pledge of Allegiance
Mayor Gulette led the meeting in the pledge of allegiance.

2. APPROVAL OF AGENDA

- a.

Sheldon Ostlund moved to approve the agenda with the addition of an invoice to the September Bill Batch in the consent agenda from Fredricks Repair Jason Kolb seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gulette	For
Sheldon Ostlund	For

3. APPOINTMENT OF CITY COUNCIL MEMBER NICHOLAS SEITZ

- a. Council Consideration - Resolution 2020-31 - Resolution appointing Nicholas Seitz to serve the term of the vacant council member seat through December 31, 2020; or when the 2020 General Election results have been finalized

Maxwell Gulette moved to approve Resolution 2020-31 Jason Kolb seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

- b. Oath of Office - Swearing in Councilor Nicholas Seitz
Administrator Regas swore in City Councilor Nicholas Seitz

4. CONSENT AGENDA

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

- a. September 8, 2020 Blackduck City Council Meeting Minutes
- b. September 14, 2020 Blackduck City Council Public Hearing Meeting Minutes
- c. September 16, 2020 Blackduck Golf Board Meeting Minutes
- d. September 17, 2020 Kitchigami Regional Library Board Meeting Packet includes July 2020 Meeting Minutes
- e. Kitchigami Regional Library Financial Statements for 2019
- f. September 21, 2020 Blackduck City Council Work Session Minutes
- g. September 28, 2020 Blackduck City Council Special Meeting Minutes
- h. September 2020 Fund Balance Report & CARES Funding Transfers to City Departments
- i. September 2020 Bill Batch Report
- j. September 2020 Sewer Income Statement
- k. September 2020 Water Income Statement
- l. September 2020 Pine Tree Park Income Statement
- m. September 2020 Golf Course Income Statement
- n. September 2020 Liquor Store Income Statement
- o. August 2020 Lawful Gambling Report from the Blackduck Firemen's Relief
- p. Final Approval - October Full Time new hires
- q. Final Approval - Contract with HRDC to provide COVID Business Assistance Program
- r. Final Approval - 2021 Waste Management Service Agreements for The Pond, Pine Tree Park, and Blackduck Golf Course
- s. Final Approval - Use of Deadly Force Police Policy - MN Statute 626.8452 - Updated
- t. Final Approval - State Police Aid 2020
- u. Final Approval - Ehlers Potential Refunding of Existing Bonds - September 30, 2020 - City of Blackduck
- v. Final Approval - CARES Funding Report for City of Blackduck - September
- w. Final Approval - Blackduck Floral & Gifts Revolving Loan Payoff - October 1, 2020

Maxwell Gullette moved to approve the consent agenda with the addition of the Fredricks Repair invoice to the September Bill Batch and the revision of the Golf Meeting Minutes from September 16, 2020 to include Mayor Gullette in the attendance Jason Kolb seconded the motion.

Carried 3 to 0

Jason Kolb For
Maxwell Gullette For
Sheldon Ostlund For

x.

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 present to speak on behalf of the Blackduck Forum.

6. REPORTS OF COMMITTEES AND CITY STAFF

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

6.1.1. Tentative Closing Date Campground - October 11, 2020

6.1.2. no report submitted.

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

6.2.1. Lahr had no updates to report.

6.3. LAW ENFORCEMENT REPORT - JACE GRANGRUTH, POLICE CHIEF

6.3.1. Chief Grangruth had no updates to report.

6.4. FIRE DEPARTMENT REPORT - BRIAN LARSON, FIRE CHIEF

6.4.1. Chief Larson provided no report.

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

6.5.1. Andersen was present to report the greens have been aerated which is ahead of schedule and with the weather unseasonably warm the course could stay open for a few more weeks. Andersen reported the irrigation system would be blown out close to the closing date. Andersen further reported on year to date rounds of golf played for the 2020 season. Andersen reported the seeding of the property around the cart shed was almost complete. Nothing further.

6.6. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

6.6.1. October 20, 2020 @ 6pm Blackduck Library Board Meeting

6.6.2. Hanks provided an update on the traffic at the library. Hanks stated traffic is up since they opened and the branch is returning to regular hours beginning October 6, 2020. Hanks stated their headquarters was concerned for having enough cleaning supplies to open but once understood the City of Blackduck would assist then that was allowed. Hanks stated the part-time librarian has been replaced by a new person. Hanks stated the summer reading program is over and there were 31 kids sign up which was outstanding. Hanks further stated Trunk or Treat 2020 was moving forward and there was a need for the

restrooms at the Wayside being open. Regas recommended Hanks speak to Schwanke regarding the restrooms or consider renting a port-a-john which the City CARES funding could assist to fund. Mayor Gullette requested Regas add the Library back deck and from ramp to the October work session. Nothing further.

7. ADMINISTRATOR'S REPORT

- a. Approval Needed - Resolution 2020-29 - Resolution approving an assessment for past due utility charges

Councilor Kolb asked Regas if the assessed amounts include any administration time. Regas stated no the time was minimal by her department and no additional fees are included in the assessed amounts.

Jason Kolb moved to approve Resolution 2020-29 Sheldon Ostlund seconded the motion.

Carried 3 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

- b. Approval Needed - Memorandum of Understanding between Blackduck Stumpjumpers and City of Blackduck - official assurance land being acquired for use and will be immediately available for use to the public for no less than twenty (20) years.

Councilor Kolb asked to have confirmation the parking lot would not be used for long term storage in the summer and that the parking lot and club would abide by Blackduck City Ordinances. Regas confirmed and further stated the Blackduck Planning Commission met with the club and agreed upon the construction of the lot and location. Councilor Ostlund asked if the parking lot would be for weekend parking only. Regas stated the intent of the parking lot was as a starting point for snowmobilers using it for a place to park to travel to another destination which could be up to a week at a time. Councilor Kolb stated his concern for wanting the parking to only be where the lot is built. Hearing no further discussion a vote on the motion was requested.

Sheldon Ostlund moved to approve the MOU between the City of Blackduck and the Blackduck Stumpjumpers Nicholas Seitz seconded the motion.

Carried 4 to 0

Sheldon Ostlund	For
Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For

- c. Donation Request - Blackduck Art and History Center Liability Insurance

Jason Kolb moved to approve the donation request in the amount of \$813.08 to the Blackduck History and Art Center to assist with the liability insurance from the Liquor Rent Fund Sheldon Ostlund seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For
Nicholas Seitz	For

- d. October 9, 2020 2-5pm & October 10, 2020 10-1pm - Blackduck Equity Training
Regas reminded the City Council of the Equity Awareness Training.
- e. October 19, 2020 6pm - Blackduck City Council Work Session
- f. November 3, 2020 - General Election Polls open 7am - 8pm
Mayor Gullette requested Regas add the MN State Election website be linked to the City website to assist voters find how to vote and where to register.
- g. November 9th, 2020 6pm - Blackduck City Election Canvass Board (before regular council meeting)
- h. November 9, 2020 @ 6pm - Blackduck City Council Regular Meeting
- i. November 11, 2020 - Veteran's Day - Government Offices Closed

8. MAYOR AND/OR COUNCIL MEMBER REPORTS

- a. There were no questions or reports form the Blackduck City Council

9. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. October 25, 2020 - Blackduck Chamber of Commerce Bingo Event
- b. October 14, 2020 11am - Blackduck Development Corporation Meeting - City Hall
- c. October 21, 2020 @ Noon - Blackduck Chamber of Commerce Meeting - Hungry Duck Restaurant
- d. October 21, 2020 2pm - Blackduck Planning Commission Meeting - City Hall

10. ADJOURNMENT

- a.

Jason Kolb moved to adjourn the meeting at 7:45pm Sheldon Ostlund seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For
Nicholas Seitz	For

City Administrator, Christina Regas

Maxwell Gullette, Mayor