



MINUTES

Council Meeting

6:00 PM - Monday, May 10, 2021

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, May 10, 2021, 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, Councilor Nicholas Seitz, and Councilor Donald Johnson
- COUNCILORS EXCUSED:** Councilor Sheldon Ostlund
- STAFF PRESENT:** City Administrator Christina Regas, Police Chief Jace Grangruth, Golf Course Manager Jim Andersen, Assistant Liquor Store Manager Melissa Gullette, and Public Works Supervisor Mike Schwanke
- OTHERS PRESENT:** Jone Roscoe, Miller McDonald, Jon Eggers, Steve Rose, Widseth, Todd Hagen, Ehlers, and Cindy Wiebe

1. CALL TO ORDER

- a. Roll Call
Administrator Regas took roll call of those present to the Council Meeting.
- b. Pledge of Allegiance
Mayor Gullette led the meeting in the pledge of allegiance.

2. SWEARING IN OF ELECTED OFFICIALS - CHRISTINA REGAS, CITY ADMINISTRATOR

- a. Blackduck City Council Member - Donald Johnson
Administrator Regas swore in Councilor Johnson

3. APPROVAL OF AGENDA

- a.

Nicholas Seitz moved to approve the agenda as presented Jason Kolb seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

4. 100% GRADUATION RATE PRESENTATION - JOHN EGGERS

- a. Jon Eggers presented an update on the 100% Graduation Rate of Beltrami County and encouraged the City of Blackduck City Council to enforce the support with a Proclamation. Nothing further.

5. 2020 CITY OF BLACKDUCK FINANCIAL AUDIT REPORT - JON ROSCOE MILLER MCDONALD

- a. 2020 Financial Statements and Independent Auditor's Report
Jon Roscoe presented a summary of the 2020 City of Blackduck financial audit results.

6. CONSENT AGENDA

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

- a. April 5, 2021 Blackduck City Council Meeting Minutes
- b. April 6, 2021 Blackduck Golf Board Meeting Minutes
- c. April 19, 2021 Blackduck City Council Work Session Minutes
- d. April 21, 2021 Blackduck Planning Commission Meeting Minutes
- e. April 26, 2021 Blackduck Personnel Committee Meeting Minutes
- f. April 26, 2021 Blackduck City Council Public Hearing Minutes
- g. April 26, 2021 Blackduck Canvassing Board Meeting Minutes
- h. April 2021 Fund Balance Report
- i. April 2021 Bill Batch
- j. April 2021 Sewer Income Statement
- k. April 2021 Water Income Statement
- l. April 2021 Pine Tree Park Income Statement
- m. April 2021 Golf Course Income Statement
- n. April 2021 Liquor Store Income Statement
- o. Final Approval - LG216 Lawful Gambling Monthly Rent - Blackduck Fire Relief Association
- p. Final Approval - 2021-2022 LMCIT Property, Auto, & Liability Premium for the City of Blackduck
- q. Final Approval - LMCIT 2021- 2022 Workers Compensation Coverage - City of Blackduck
- r. Final Approval - AllPaid Payment Network Agreement with City of Blackduck
- s. Final Approval - New April / May Seasonal & Part Time Employees

Jason Kolb moved to approve the consent agenda as presented Nicholas Seitz seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

t.

7. 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 for the Blackduck Forum.

8. PERSONNEL COMMITTEE RECOMMENDATIONS -

- a. Approval Needed - Full-Time Lead Bartender Position - Benefited
- b. Approval Needed - Full-time Bartender Wage Scale

Jason Kolb moved to approve the Full-time benefited lead bartender position and wage scale as presented Donald Johnson seconded the motion.

Further discussion by Councilor Kolb requested for the future City consideration to reduce the City cost contribution of full-time paid benefits to non-management positions within the City of Blackduck.

Carried 3 to 0

Jason Kolb	For
Donald Johnson	For
Maxwell Gullette	Abstained
Nicholas Seitz	For

- c. Council Consideration - Increase Golf Course wage scales for Part time employees
The City Council considered many ideas to recruit applicants for the Blackduck Golf Course including raising the seasonal wage scales for the positions.

Jason Kolb moved to keep the seasonal wage scales for the municipal golf course positions as they are currently Nicholas Seitz seconded the motion.

Further discussion requested Regas provide a summary of the wage costs to the golf budget based on the current estimated wages/hours worked for the 2021 season and compare it to increases in wages to be considered at the next council work session.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

9. REPORTS OF COMMITTEES AND CITY STAFF

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

- 9.1.1. Council Consideration - VEIT cleaning and televising services for the City of Blackduck

Schwanke reported after discussing with Widseth the minimum cleaning and camera of the sewer lines would cost \$1900 and bare minimum would cost \$980 to proceed with the PER. Schwanke stated he can afford with the existing operating budget the funds for 2021. Councilor Kolb asked how the original cost dropped so significantly. Schwanke provided the plan for the limited areas that need the televising based on historical issues that will provide an idea for the remaining areas of town.

Schwanke stated if the City were to dig up all the VCP and replace all the remaining lines without televising it will cost \$4.3million. However, if the City were to televise the cost could drop to about \$2.9million. Additionally, if the City televises the lines and the VCP lines can be relined it will drop to \$704,000. Schwanke stated how important televising is. Mayor Gullette asked if the televising the whole city can be budgeted into 2022. Schwanke stated he can begin to budget either a third or quarter of the lines each year to be televised and then cleaned.

9.1.2. Fogging Pine Tree Park Campground -

Schwanke reported his department is not ready to start the fogging system/equipment of the entire city but does have the funding to fog the campground at a cost of \$375/month and would like to proceed with provided this to the campers. Councilor Kolb stated he was in favor of that cost and amenity to the campers if it can be fit into his budget.

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

9.2.1. Report -

Gullette reported staffing is still a challenge although the state restrictions have been lifted weekdays will still have limited hours of operation. Nothing further.

9.3. LAW ENFORCEMENT REPORT - JACE GRANGRUTH, POLICE CHIEF

9.3.1. No report to discuss.

9.4. FIRE DEPARTMENT REPORT - BRIAN LARSON, FIRE CHIEF

9.4.1. No report to discuss.

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

9.5.1. Report -

Andersen reported he will have Toro up to work on the irrigation system as it is running in areas that it is not supposed to and at times not running when it should. Andersen reported the money spent on the trim mower was well spent and that Toro did an amazing job finding all the problems and fixed them.

Regas reported several compliments on Pam Exner and the condition of the course from golfers.

9.6. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

9.6.1. May 18, 2021 6pm - Blackduck Library Board Meeting

10. ADMINISTRATOR'S REPORT

a. Approval Needed - Sale Day Report for: City of Blackduck, MN \$650,000 General Obligation Tax Abatement Bonds, Series 2021A - Todd Hagen, Senior Municipal Advisor Ehlers

Hagen reviewed the sale day report and reported on the awarded financing for the abatement bond. Hagen further summarized the S&P Report noting the City maintained it's "A" rating.

- b. Approval Needed - Resolution accepting offer on the sale of \$650,000 General Obligation Tax Abatement Bonds, Series 2021A, providing for their issuance and pledging tax abatements and levying a tax for the security and payment thereof

Jason Kolb moved to approve the resolution Nicholas Seitz seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- c. Approval Needed - Standard Form of Agreement between City of Blackduck and Kraus Anderson Construction for the project: The Pond Addition and Remodeling

Nicholas Seitz moved to approve the agreement between the City and Kraus Anderson Construction for the Pond addition and remodel Jason Kolb seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- d. Council Requested Information - Cash Contribution Expenses for City Projects
Regas provided detailed reports on funding spent and committed on both the Liquor Store expansion and the Public Work/Police facility. Nothing further.
- e. Approval Needed - Loan Resolution Authorizing and Providing for the Incurrence of Indebtedness for the Purpose of Providing a Portion of the cost of constructing its Combined Maintenance & Police Facility with USDA

Jason Kolb moved to approve the loan resolution for the incurrence of indebtedness for the purpose of providing a portion of the cost of constructing its combined maintenance & police facility with USDA Nicholas Seitz seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- f. Approval Needed - Notice to Proceed - Kraus-Anderson Construction Inc. The Pond Addition and Remodeling

Nicholas Seitz moved to approve the notice to proceed with Kraus Anderson Construction Donald Johnson seconded the motion.

Further discussion from Stephen Rose reported the Pre-Construction meeting is scheduled for May 12, 2021 at 10am at The Pond.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- g. Approval Needed - Revised Resolution 2021-01 - Resolution of annual appointments and designations for 2021
No action taken. Resolution action was tabled until the May work session.
- h. May 12, 2021 @ 10am - Pre-construction meeting with Kraus Anderson Construction - The Pond
- i. May 12, 2021 @ 11am - Blackduck Development Corp - City Hall
- j. May 19, 2021 12 noon - Blackduck Chamber of Commerce Meeting - Restaurant 71
- k. May 19, 2021 2pm - Blackduck Planning Commission Meeting - City Hall
- l. May 24, 2021 6pm - City of Blackduck Work Session - City Hall
- m. May 31, 2021 - Memorial Day Observed - Blackduck City Hall Closed
- n. June 7, 2021 @ 6pm - City of Blackduck City Council Meeting - City Hall

11. MAYOR AND/OR COUNCIL MEMBER REPORTS

- a. no reports submitted.

12. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. Mayoral Proclamation - Leafy Greens Week - May 16 - 22.
Mayor Gullette proclaimed Leafy Greens Week May 16-22, 2021 in the City of Blackduck.
- b. May 15, 2021 - Blackduck Chamber of Commerce City Wide Garage Sale
- c. May 15, 2021 - State of Minnesota Peace Officers Memorial Day
- d. May 22, 2021 8am-10am - City of Blackduck City-Wide Clean Up Day
- e. City of Blackduck Anniversaries -
Rudy Patch - Fire Department - 10 years - 2012
Chris Brown - Public Works - 9 years - 2013
Leo Gross - Fire Department - 13 years - 2009
Fletcher Cauchon - Fire Department - 14 years - 2008
Matt Landis - Fire Department - 14 years - 2008
Rae Burmeister - Public Works - 21 years - 2000
Andy Thienes - Fire Department - 24 years - 1998
Don Anderson - Fire Department - 46 years - 1976
Shawnda Lahr - Liquor Store - 13 years - 2009

13. ADJOURNMENT

a.

Jason Kolb moved to adjourn the meeting at 8:01pm Nicholas Seitz seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

City Administrator, Christina Regas

Maxwell Gullette, Mayor