



# MINUTES

## Council Meeting

6:00 PM - Monday, June 7, 2021

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, June 7, 2021, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

**COUNCILORS PRESENT:** Mayor Maxwell Gullette, Councilor Nicholas Seitz, and Councilor Donald Johnson

**COUNCILORS EXCUSED:** Councilor Jason Kolb and Councilor Sheldon Ostlund

**STAFF PRESENT:** City Administrator Christina Regas, Police Chief Jace Grangruth, Golf Course Manager Jim Andersen, Assistant Liquor Store Manager Melissa Gullette, Public Works Supervisor Mike Schwanke, and Liquor Store Manager Shawnda Lahr

**OTHERS PRESENT:** Tony Rossberg, Tara and Aden Erickson, Ron Arndt, Kay Dahl

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

- a.

Nicholas Seitz moved to approve the agenda as presented Donald Johnson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

### 3. CONSENT AGENDA

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

- a. May 10, 2021 Blackduck City Council Meeting Minutes
- b. May 10, 2021 Kitchigami Regional Library Board Meeting Packet - includes March 18, 2021 Meeting Minutes
- c. May 19, 2021 Blackduck Planning Commission Meeting Minutes
- d. May 24, 2021 Blackduck City Council Work Session Meeting Minutes

- e. May 2021 Fund Balance Report
- f. May 2021 Bill Batch
- g. May 2021 Sewer Income Statement
- h. May 2021 Water Income Statement
- i. May 2021 Pine Tree Park Income Statement
- j. May 2021 Golf Course Income Statement
- k. May 2021 Liquor Store Income Statement
- l. Final Approval - LG216 Lawful Gambling Monthly Rent - Blackduck Fire Relief Association
- m. Final Approval - MNPCA Petroleum Tank Release Site File Closure Report - 188 Main Street - Raymond Finney
- n. Final Approval - City of Blackduck Pine Tree Park Campground Host Agreement between the City of Blackduck & Gary L. Hennes
- o. Final Approval - Delta Dental Plan Contract Renewal - Renewal Period 9/1/21 - 8/31/22
- p. Final Approval - May-June 2021 New Hires

Nicholas Seitz moved to approve the consent agenda removing item 'P' for further discussion Donald Johnson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- r. P. Final Approval - May-June 2021 New Hires  
 Mayor Gullette stated he would not vote on the motion for item 'P' as his daughter was a new hire on the list. Regas stated without Mayor Gullette's vote the board does not have a quorum to approve the item. The Board agreed to table the item until the July 2021 meeting when a quorum was attained. Councilor Seitz asked for clarification of the hiring of the new staff and if they could not begin work due to the delay in the vote. Regas stated the department heads already approved the employment of the staff and that the tabled item would not delay the hiring. Nothing further.

q.

**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.*

- a. no one present for the Blackduck forum.

**5. REPORTS OF COMMITTEES AND CITY STAFF**

**5.1. PUBLIC WORKS REPORT - MIKE SCHWANKE, PUBLIC WORKS SUPERVISOR**

5.1.1. Report -

Schwanke reported his department has started mowing for the season; the campground is open; and the cemetery was prepared for Memorial Day successfully. Mayor Gullette asked if Schwanke had prepared any financials for his plan for the golf course to RV conversion. Schwanke stated he had not but would do his best to have something for the next Council Work Session. Schwanke further reported the skid steer trailer has been built and would be shipped in from Texas this month. Councilor Johnson asked Schwanke for his plan on improving the bed of woodchips at the playground at Wayside Rest Park. Schwanke reported his future plan to fully replace all woodchips with rubber chips but did not have a timeline. Nothing further reported.

**5.2. LIQUOR STORE REPORT - SHAWNDA LAHR, LIQUOR STORE MANAGER**

5.2.1. Report -

Lahr reported the liquor store and bar had a very busy May and Memorial Weekend. Lahr further reported the business is beginning preparation for the remodel. Lahr stated the front canopy was to be removed later in the week. Regas reported to the board the construction funds were received and that a separate fund was set up for the construction costs and would be reported in the fund balance report. Nothing further.

**5.3. LAW ENFORCEMENT REPORT - JACE GRANGRUTH, POLICE CHIEF**

5.3.1. Report -

Chief Grangruth reported the hiring of additional part-time officers was on a temporary hold until Beltrami County solved their staffing issues. Grangruth reported his department still had adequate coverage with the existing officers. Nothing further.

**5.4. FIRE DEPARTMENT REPORT - BRIAN LARSON, FIRE CHIEF**

5.4.1. Report -

Administrator Regas reported the SCBA's had arrived to the department; the vendor had been paid for the equipment; and FEMA received the submission to reimburse the City of Blackduck with the approved grant funding. Nothing further.

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

5.5.1. Report -

Andersen reported the Toro reps would be out later in the week to look over the irrigation system. Andersen stated the clay valves in the system are over 38 years old and the no one makes them anymore. Andersen reported another foot valve is leaking which causes pressure issues and a new foot valve costs about \$300. Andersen stated his concern for the irrigation system and how much longer it can hold up. Andersen further stated May was a slow month for play but the club house now has staff to be open for cart rental and walk-on traffic. Regas reported Exner had begun booking tournaments for the summer.

**5.6. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN**

5.6.1. No report submitted.

**6. ADMINISTRATOR'S REPORT**

- a. Approval Needed - Resolution 2021-01 Revised - Resolution of Annual Appointments and Designations for 2021

Nicholas Seitz moved to approve Resolution 2021-01 with Revisions Donald Johnson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- b. Council Consideration - Donation Request Blackduck High School Trap Club - Tara Erickson

Erickson was present to report 7 trap team players have made it to nationals and was present to request a donation to assist with sending the players to compete. After much discussion the board was in favor of increasing the donation request to meet the financial gap.

Nicholas Seitz moved to approve a donation to the Blackduck High School Trap Team in the amount of \$1170 to send 7 players to compete in Nationals in July 2021 Donald Johnson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

- c. June 9, 2021 @ 11am - Blackduck Development Corp - City Hall  
Mayor Gullette will attend in Councilor Ostlund's absence.
- d. June 13-18, 2021 - MCFOA Conference - St. Cloud - Regas Attending  
Regas reported MCFOA conference will be attended and that this conference was not held in 2020 due to the pandemic.
- e. June 21, 2021 6pm - Blackduck City Council Work Session
- f. June 23, 2021 @ 2pm - Blackduck Planning Commission Meeting  
Regas reported the PC meeting was moved due to her attendance to conference.
- g. July 5, 2021 - Independence Day Observed - City Offices Closed
- h. July 6, 2021 6pm - Blackduck City Council Regular Meeting  
Regas reminded the board this meeting was on a Tuesday due to the holiday.

**7. MAYOR AND/OR COUNCIL MEMBER REPORTS**

- a. nothing discussed.

**8. COMMUNITY EVENTS/GOOD THINGS HAPPENING**

- a. Employee Anniversaries -
  - 1. Mike Schwanke - Public Works - 3 years - 2019
  - 2. Terry Frenzel - Fire Department - 21 years - 2000
  - 3. Natasha Carlson - Liquor Store - 5 years - 2016Regas recognized the anniversaries of several City employees.

b. June 16, 2021 Noon - Blackduck Chamber of Commerce - The Pond

**9. ADJOURNMENT**

a.

Maxwell Gullette moved to adjourn the meeting at 6:40pm Donald Johnson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

---

City Administrator, Christina Regas

---

Maxwell Gullette, Mayor