



MINUTES

Council - Work Session Meeting

6:00 PM - Tuesday, February 22, 2022
City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Tuesday, February 22, 2022, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

COUNCILORS PRESENT: Mayor Maxwell Gulette, Councilor Nicholas Seitz, Councilor Donald Johnson, Councilor Bobbie Jo Kewitsch, and Councilor Laurie Hamilton

COUNCILORS EXCUSED:

STAFF PRESENT: City Administrator Christina Regas, Public Works Director Mike Schwanke, Assistant Liquor Store Manager Melissa Gulette, and Golf Director Misty Frenzel

OTHERS PRESENT: John Wilson Winnett

1 CALL TO ORDER

- a) Roll Call
Administrator Regas took roll call of those present to the work session.
- b) Pledge of Allegiance
Mayor Gulette dispensed with the pledge allegiance.

2 APPROVAL OF AGENDA

- a)

Nicholas Seitz moved to approve the agenda as presented Bobbie Jo Kewitsch seconded the motion.

Carried 5 to 0

Maxwell Gulette	For
Nicholas Seitz	For
Donald Johnson	For
Bobbie Jo Kewitsch	For
Laurie Hamilton	For

3 OLD BUSINESS

- a) Public Works / Police Facility Updates
Value Engineering Meeting of Stakeholders - Wednesday, February 23, 2022 @ 10:30am Blackduck City Hall
Regas reported the value engineering meeting will take place on February 23 @ 10:30am and requested a city councilor's presence. Councilor Johnson stated he

would be present. Regas further stated that after the meeting is complete and the budget is revised the city will provide the updated budget for construction to USDA for approval.

- b) American Rescue Plan Act Funding - Televising
Regas provided the Final Rule Summary from the Treasury Department for eligible expenses for American Rescue Act Funding. Regas reported she briefly reviewed the summary for eligible water and sewer expenses but has not clarified if televising and cleaning qualifies. Regas further stated there are additional reference documents from the EPA to review to clarify the spending request. Nothing further.
- c) Blackduck Stumpjumpers Public Parking Lot - Updates
Regas did not have updates on the project at this time.
- d) Downtown Redevelopment Project - Updates
Regas reported the city is still awaiting re-construction estimates from JD Construction but would request that information prior to the City Council Meeting in March.
- e) City Sales Tax - House Property Tax Division will hear local sales tax bills on Wednesday, March 9 @ 1pm - Tax Committee will hear local testimony.
Regas reported the listing of 13 cities and 2 counties requesting local sales tax during the 2022 session. Regas stated the HOuse Tax Committee will be holding its first hearing on March 9th @ 1pm and Regas will postpone her vacation one
- f) Blackduck Website Redevelopment - updates
Regas provided two versions of the revision of the City of Blackduck website for redevelopment. After much conversation the board members and staff agreed to send feedback on the versions to Regas to send to the web designer. Regas noted the campground had no tab on the top of the website at this time. Frenzel recommended from her experience with the golf page development that one person's feedback is more streamlined to provide feedback and encouraged Regas to continue to work with Pinnacle individually so the website can continue to develop.
- g) Kitchigami Regional Library - budget surplus update
Agenda item was requested to be tabled until the next work session.
- h) Blackduck Limited DMV - update
Regas could not provide updates on the DMV at this time.
- i) Blackduck Planning Commission Board member vacancies
Mayor Gullette introduced John Wilson Winnett of Hines owner of Wilson & Son Field Service LLC and recommended Winnett to fill a Planning Commission Vacancy. Gullette provide the board and staff the opportunity to get to know Winnett. Winnett introduced himself and provided a background of himself and experience and how he can assist Blackduck as a Planning Commissioner. The City Council recommended final appointment of Winnett at the March 7, 2022 Council Meeting. Nothing further.

4 NEW BUSINESS

- a) Blackduck Golf Course - Golf Director Update for 2022 Season

Frenzel provided a summary of her interaction with the golf board and staff since her start date of February 7 and included a listing of items / projects the golf course will need to improve prior to the season and in the future. The list includes the following: 1. New Point of Sale System (hardware and software) - \$1,937.06 + set-up and monthly service from Club Caddy \$3,500.00. Frenzel provided a summary of the benefits to the department and requested support for the purchase. Board members agreed to the upgrades and requested the item be on the March 7, 2022 Council agenda for approval.

2. Food Prep Area - includes 3 compartment sink; handwashing sink; and plumbing quotes for installation. Frenzel reported the improvements discussed would provide the department authorization from MN Department of Health to provide preparation and sale of frozen pizzas and other convenience type food items to the public that frequent the golf course. Board members agreed the upgrades were attainable and requested Frenzel provide complete plumbing quotes at the next work session for further discussion.

3. Pro Shop Flooring - Frenzel provided estimates for improvements to the flooring in the pro shop and locker rooms. Frenzel stated the flooring improvements would be great upgrades to the building but noted the updates are future improvements.

4. Miscellaneous Purchases / Projects - Frenzel provided quotes on items of need in the club house that will need if the previous discussion items go forward. Frenzel stated that with the development of the Golf Website the department logo has been revised from Pinnacle. Frenzel further reported on ideas for marketing, and promotions for the golf course the upcoming season.
Nothing further.

- b) 2022 Local Board of Appeal and Equalization Meeting Notice - May 2, 2022 @ 9:00am @ Blackduck City Hall
Regas provided the date / time / location for the 2022 Local Board of Appeal and Equalization meeting.
- c) Congressional Redistricting - City of Blackduck Representation Map
Regas provided current and future legislative representation with the redistricting after the 2020 Census. Regas reported current Representative Matt Grossell 2A will not cover the City of Blackduck after the 2022 Session / Elections but will be in 2B; Senate District 2 Paul Utke would remain for City of Blackduck; and Congressional District 8 would remain.
- d) Personnel Committee Meeting Scheduled for March 3 @ 3pm - Union MOU Request
Regas reported the Personnel Committee is scheduled to meet March 3 to discuss an MOU to adopt the Deputy Clerk Position to the City of Blackduck Local 49'ers Union.
- e) LMCIT On-Site Property Inspection - March 3, 2022
Regas reported an insurance adjustor representing the League of MN Cities Insurance Trust would be present March 3 to review the remodel and addition of the Pond for the 2022-2023 Liability and Property Insurance coverage.
- f) Blackduck Beach Phase 3 - Funding and Plan update
Regas reported the Blackduck Beach Committee has begun work on Phase 3 for 2022 to construct a pavilion near the new restroom. Regas further reported a private donor has committed to funding the deficit of the Beach project of \$24,000.
- g) Council Work Session for March 21, 2022 -
Mayor Gullette requested Regas direct Deputy Clerk to conduct a work session in the Administrator's absence in March. Regas agreed.

5 ADJOURNMENT

a)

Laurie Hamilton moved to adjourn the work session at 7:33pm Bobbie Jo Kewitsch seconded the motion.

Carried 5 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

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Bobbie Jo Kewitsch
Laurie Hamilton

For
For

Christina Regas, City Administrator

Maxwell Gullette, Mayor