AGENDA
Blackduck City Council Meeting
6:00 PM - Monday, July 7, 2025
City Hall, 8 Summit Drive, Blackduck MN

Page

1. CALL TO ORDER
   a. Roll Call
   b. Pledge of Allegiance
2. APPROVAL OF AGENDA
3. CONSENT AGENDA

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

a. June 9, 2025 Blackduck City Council Meeting Minutes — 5 - 10
Council - Jun 09 2025 - Minutes - Pdf

b. June 9, 2025 Blackduck City Council Public Hearing — 11 - 12
Council - Public Hearing - Jun 09 2025 - Minutes - Pdf

c. June 23, 2025 Blackduck City Council Work Session Minutes — 13 - 16
Council - Work Session - Jun 23 2025 - Minutes - Pdf

d. June 2025 Fund Balance Report — 17
June 2025 Fund Balance Report

e. June 2025 Bill Report — 18 - 19
June Bill Report

f. June 2025 Sewer Income Statement — 20
June 2025 Sewer Income Statement

g. June 2025 Water Income Statement — 21
June 2025 Water Income Statement

h. June 2025 Pine Tree Park Income Statement — 22
June 2025 Pine Tree Park Income Statement

i. June 2025 Lakeview Cemetery Income Statement — 23
June 2025 Lakeview Cemetery Income Statement

j. June 2025 Golf Course Income Statement — 24
June 2025 Golf Income Statement

k. June 2025 Liquor Store Income Statement — 25
June 2025 Liquor Store income statements

l. June 2025 Blackduck DMV Income Statement — 26
June 2025 DMV Office Income Statement

m. Q2 2025 General Fund Income Statement — 27

Q2 2025 General Fund Income Statement

n. May 2025 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association — 28
LG216 Blackduck Fire Relief Gambling Rent 062025

o. Final Approval - June 2025 Business Credit Card Payment — 29 - 30
Hune 2025 Business Credit Card Payment Batch

p. Final Approval - June 2025 EFT Disbursments for City of Blackduck payrolls supporting MN Statute §471.38 subd. 3 (3a) — 31 - 35
Llability payments

q. Final Approval - July 2025 New Hire Report — 36
July 2025 new hires approval

r. Final Approval - Northwoods Lumber supplemental Bill Report from May 2025 — 37 - 38
Northwoods Lumber supplement

s. Final Approval - Workstation replacement for COB Administrator - Beltrami County MIS - PO #2025-920 — 39 - 44
COBWS04 replacement

t. Final Approval - 2025 - 2026 Delta Dental Contract Renewal — 45
MN-702900-0001-2133706-Renewal_LTR

u. Final Approval - June 2025 Property Tax Settlement Statement - Beltrami County Auditor — 46 - 50
June 2025 tax settlement

v. Final Approval - 2024 Financial Audit Deadline Extension Request & Approval from OSA — 51 - 53
FY24 Audit deadline extension request
Re_ 2024 Financial Audit Deadline Extension Request - City of Blackduck

w. Final Approval - WHP Plan Part II Submittal - City of Blackduck — 54 - 279
City of Blackduck WHP Plan Part II Submittal

x. Final Approval - City of Blackduck Rental Housing Application Amendment per MN Statute — 280 - 328
Focus on New Laws_ Landlord-Tenant Guide Notification Requirement - League of Minnesota Cities
2025 COB Rental Housing Licensing Application - updated with landlord - tenant guide requirment 063025
publandlordtenants

y. Final Approval - City of Blackduck Analytics Report - blackduckmn.com - June 2025 — 329 - 330
City_of_Blackduck_GA4_Report

z. Final Approval - Peddlers License 2025-01 - Sota Sips Coffee — 331 - 334
Peddlers License 2025-01 Sota Sips

aa. Final Approval - Blackduck Firemens Relief Association Bylaws - OSA approval requested of City Council — 335 - 348
Blackduck Firemen's Relief Association Bylaws

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.

5. REPORTS OF COMMITTEES AND CITY STAFF

5.1. Public Works Report - Mike Schwanke, Public Works Director

a. Council Consideration - Park / Campground / Pavilion Rental Regulations - 349 - 350

Reservations and Camping Regulations - 2025
Request to use city property form

b. Council Information - Beltrami County Highway Department Road Construction Press Releases - CSAH 32 & City of Tenstrike 351 - 354

Beltrami County Highway Department Construction Press Release

5.2. Liquor Store Report - Shawnda Lahr, Director of Liquor Operations

a. Council Approval - Work Top Cooler with casters - Quotes US Foods & Performance Foods 355 - 363

The_Pond_pizza_prep_Quote
USFoods quote

6. ADMINISTRATOR'S REPORT

a. Approval Needed - Resolution 2025-09 - Resolution Acknowledging Donation from the Blackduck Fire Relief Association 364

2025-09 Resolution acknowledging a donation from the Blackduck Fire Relief Assocation

b. Approval Needed - Resolution 2025-10 - Resolution Authorizing PERA Contributions for Qualifying Part-time Police Officer Richards for the City of Blackduck 365

2025-10 Resolution authorizing PERA contributions for qualifying part-time police officers

c. Approval Needed - City Road Maintenance Agreement - City of Blackduck and Beltrami County 366 - 371

City Road Maintenance Agreement with Beltrami County v1

d. Approval Needed - Amendment to City Road Maintenance Agreement between City of Blackduck and Beltrami County 372 - 373

City Road Agreement with Amendment

e. Council Discussion - Ordinance 2025-03 - An Ordinance Amending Chapter 6, Lakeview Cemetery, of the City Code. 374 - 385

Ordinance 2025-03 Lakeview Cemetery
Sebeka
Chapter 6 Lakeview Cemetery

f. July 21, 2025 - City of Blackduck Council Work Session

g. July 23, 2025 Blackduck Planning Commission Meeting - 2pm

h. August 4, 2025 - City of Blackduck Council Meeting - 6pm

i. Finance Committee Budget Meetings - 2026 Budget Process - Late July -

September

7. MAYOR AND/OR COUNCIL MEMBER REPORTS
8. COMMUNITY EVENTS/GOOD THINGS HAPPENING
   a. July 26, 2025 - Blackduck Woodcarvers Festival
9. ADJOURNMENT

MINUTES
Council Meeting

6:00 PM - Monday, June 9, 2025
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, June 9, 2025, 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, Councilor Donald Johnson, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	Councilor Laurie Hamilton
STAFF PRESENT:	City Administrator Christina Regas, Public Works Director Mike Schwanke, and Director of Liquor Operations Shawnda Lahr
OTHERS PRESENT:	Tim Ramerth, Widseth, Tara Sutton HS Trap Team

1. CALL TO ORDER

a. Roll Call
Regas took roll call of those present to the meeting.

b. Pledge of Allegiance
Mayor Gullette opened the meeting at 6:05pm, the pledge of allegiance was stated at the opening of the preceding public hearing.

2. APPROVAL OF AGENDA

a.

Ronald Fredrickson moved to approve the agenda as presented Donald Johnson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	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 5, 2025 Blackduck City Council Meeting Minutes

b. May 19, 2025 Blackduck City Council Public Hearing

c. May 19, 2025 Blackduck City Council Work Session Minutes

d. May 15, 2025 Kitchigami Regional Library Board Meeting Packet

e. June 12, 2026 Kitchigami Regional Library Board Meeting Packet

f. May 2025 Fund Balance Report

g. May 2025 Bill Report

h. May 2025 Sewer Income Statement

i. May 2025 Water Income Statement

j. May 2025 Pine Tree Park Income Statement

k. May 2025 Lakeview Cemetery Income Statement

l. May 2025 Golf Course Income Statement

m. May 2025 Liquor Store Income Statement

n. May 2025 Blackduck DMV Income Statement

o. April 2025 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association

p. ~~Final Approval - May 2025 Business Credit Card Payment~~

q. Final Approval - May 2025 EFT Disbursements for City of Blackduck payrolls supporting MN Statute §471.38 subd. 3 (3a)

r. Final Approval - June 2025 New Hires Report

s. Final Approval - Brothers Security Invoice C008435 - Annual Monitoring for 2025

t. Final Approval - Illinois Casualty Company - 2025-26 Blackduck Liquor Store Dram Policy

u. Final Approval - MN Dept of Revenue - Agreement between MnDor and City of Blackduck for Collection of a General Local Sales and Use Tax

v. Final Approval - Federal Capital Projects Fund: Multi-Purpose Community Use Facilities - Grant Compliance Documents

w. Final Approval - Revolving Loan Agreement Amendment - Flowers in the Attic

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

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

x.

y. Removed Consent agenda items for further discussion
P. Final Approval - May 2025 Business Credit Card Payment

Council member Fredrickson requested additional information regarding the charge to Christina Regas business card for $1720 asking if the amount was for the liquor store or golf course and what. Regas confirmed the charge was for the liquor store for a new vendor for clothing of which exceeded the credit limit to Lahr's card.

Ronald Fredrickson moved to approve removed consent agenda item 'P' Donald Johnson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

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. There was no one present for the Blackduck Forum.

5. REPORTS OF COMMITTEES AND CITY STAFF

5.1. PUBLIC WORKS REPORT - MIKE SCHWANKE, PUBLIC WORKS DIRECTOR

5.1.1. Report -

Schwanke reports his staff has been working on equipment repairs and mowing; his department has more summer help which has been challenging; hauled black dirt to the golf course and helped with tee box work. Schwanke states MN Pump will show up this week to work on the Forestry and Liberty Lift Stations. Mayor Gullette provided positive feedback on the appearance of Lakeview Cemetery for Memorial Day..

5.2. LIQUOR STORE REPORT - SHAWNDA LAHR, DIRECTOR OF LIQUOR OPERATIONS

5.2.1. Report -

Lahr stated the department had a busy last half of May; the department needs cooking staff; meat raffles started on Thursdays and going well. Lahr has been approached by a company that designs and prints menus and is looking into using their business - Lahr states they go to area businesses and get ads to offset costs. Nothing further.

6. ADMINISTRATOR'S REPORT

a. Council Approval - Donation Request - Blackduck High School Trap Team - Sutton and Wurl

Sutton was present to discuss the success of the High School Trap Team this Spring and as for a donation to offset costs for State and Nationals.

Nicholas Seitz moved to approve a donation to the Blackduck High School Trap Team for state and nationals for $2,050 Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

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b. Approval Needed - Ordinance 2025-01 - Ordinance amending Section 920.04 Farm Animals of the City Code to permit Chickens in the City of Blackduck

Donald Johnson moved to approve Ordinance 2025-01 - Ordinance amending Section 920.04 Farm Animals Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

c. Approval Needed - Ordinance 2025-02 - Ordinance amending Chapter 11, Licensing, revising section 1150 Rental Licensing to provide updates to the manner of registration and renewal of licensing.

Donald Johnson moved to approve Ordinance 2025-02 - Ordinance amending Chapter 11, Licensing, revising Section 1150 Rental Licensing Nicholas Seitz seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

d. Approval Needed - Resolution 2024-16 - revision 1 - Resolution adopting a schedule of fees and charges for various services, licenses, & permits for the City of Blackduck for 2025

Donald Johnson moved to approve Resolution 2024-16 revision 1 - a Resolution adopting a schedule of fees and charges for various services, licenses, and permits for 2025 Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

e. Council Consideration - Ordinance 2025-03 - Ordinance amending Chapter 6, Lakeview Cemetery of the City Code of Blackduck

Regas provided feedback on the revision of Chapter 6 Lakeview Cemetery regarding the request to make vaults mandatory in the ordinance revision. Regas states that of the cities providing feedback 2 of 3 mandate vaults; and the local funeral home is not in favor of mandating vaults. Schwanke requested clear language regarding if vaults are required for urns. Regas agreed to make that stipulation in the ordinance. Mayor Gullette stated how he wasn't in favor of vaults originally but is now. Schwanke states there are little family members around to assist servicing monuments that

have tipped due to ground shifting which is not provided by the city. Regas states many cities have volunteer organizations that clean up monuments and cemeteries that are not associated with the city. Gullette states he believes vaults are going to be neccessary in all the new areas of the cemetery going forward. Fredrickson states that most of the time vaults are optional and is not as apposed to it as in the past but is still concerned for the cost to the families. Regas states the biggest concern is the stability of the land.
Schwanke asked to have clearer language in Section 6 subd 3 & Section 10 subd 1 so that the ordinance clearly reads the responsibility of landscaping, seeding and care for the cemetery vs. the grave sites. Regas states many cities don't have a perpetual care section in their ordinance, so it was kept. Schwanke states to him that makes sense but wants it clearer. Regas agreed to work on the language more and bring it to the work session for another review.

f. Approval Needed - Resolution 2025-08 - Resolution approving the draft plan of the amended wellhead protection plan, part 2 for the City of Blackduck Minnesota

Nicholas Seitz moved to approve Resolution 2025-08 - a Resolution approving the draft plan of the amended WHPP Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

g. June 18, 2025 @ 2pm - Blackduck Planning Commission Meeting
Regas states the May meeting was not held due to lack of quorum and the blight tour was not completed.

h. June 19, 2025 - City Offices Closed in Observance of Juneteenth

i. June 23, 2025 6pm - Blackduck City Council Work Session

j. July 4, 2025 - City Offices closed in observance of Independence Day

k. July 7, 2025 6pm - Blackduck City Council Regular Meeting

7. MAYOR AND/OR COUNCIL MEMBER REPORTS

8. COMMUNITY EVENTS/GOOD THINGS HAPPENING

a. June 18, 2025 Blackduck Area Chamber of Commerce Meeting

9. ADJOURNMENT

a.

Donald Johnson moved to adjourn the regular council meeting at 6:50pm Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For

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Ronald Fredrickson For

City Administrator, Christina Regas

Maxwell Gullette, Mayor

MINUTES
Council - Public Hearing Meeting

6:00 PM - Monday, June 9, 2025
City Hall, 8 Summit Drive, Blackduck MN

The Council - Public Hearing of the City of Blackduck was called to order on Monday, June 9, 2025, 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, Councilor Donald Johnson, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	Councilor Laurie Hamilton
STAFF PRESENT:	City Administrator Christina Regas, Public Works Director Mike Schwanke, and Director of Liquor Operations Shawnda Lahr
OTHERS PRESENT:	Tim Ramerth Widseth, Tara Sutton HS Trap Team

1 CALL TO ORDER

a) Mayor Gullette called the public hearing to order and led the meeting with the pledge of allegiance.

2 PUBLIC HEARING AGENDA

a) Second/Final Reading of Ordinance 2025-01 - Ordinance amending Section 920.04 - Farm Animals of the City Code to Permit Chickens in the City of Blackduck
Regas reviewed the ordinance stating there have been no public comment or questions since the last meeting.

b) General Questions & Answers from Public
Mayor Gullette called for questions on Ordinance 2025-01 and there were no further questions from the public.

c) Second/Final Reading of Ordinance 2025-02 - An Ordinance amending Chapter 11, Licensing, revising section 1150 Rental Licensing to provide updates to the manner of registration and renewal of licensing
Regas reviewed the ordinance stating there have no comments or questions from the public regarding the ordinance.

d) General Questions & Answers from Public
Mayor Gullette called for questions from the public and there were none.

3 ADJOURNMENT

a)

1

Nicholas Seitz moved to adjourn the public hearing at 6:04pm and open the regular Council meeting Donald Johnson seconded the motion.

Carried 5 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Laurie Hamilton	For
Ronald Fredrickson	For

Christina Regas, City Administrator

Maxwell Gullette, Mayor

MINUTES
Council - Work Session Meeting

6:00 PM - Monday, June 23, 2025
City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Monday, June 23, 2025, 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, Councilor Donald Johnson, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	Councilor Laurie Hamilton
STAFF PRESENT:	City Administrator Christina Regas
OTHERS PRESENT:	Tim Ramerth, Widseth

1 CALL TO ORDER

a) Roll Call
Administrator Regas took roll call of those present to the meeting.

b) Pledge of Allegiance
Mayor Gullette dispensed with the pledge of allegiance.

2 APPROVAL OF AGENDA

a)

Nicholas Seitz moved to approve the agenda as presented Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

3 OLD BUSINESS

a) PER / ER - Widseth
Ramerth reports the City submitted the intended use plan for water in June; the report has been cleared by SHPO. Ramerth needs time to complete the engineers review of the final report and hopes to have that completed within the next month. Ramerth states he hopes to hear something by end of 2025 for funding.

b) Kitchigami Regional Library Improvement Project
Regas reports not connecting with the contractor since June 9th. Regas states the timeline may be pushed again to due the recent storm in the county. Regas is hopeful the project will start this summer but believes it won't begin before mid-July.

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c) Lions Duck Restoration Project

Regas reports Schwanke inspected the Lions Duck base and reports it is on a poured foundation that has two existing vent holes and does not see any issues with water. Schwanke believes the foundation is solid. Schwanke states the statute is on a fiberglass base that need to be built up so water sheds off it. Schwanke wants to rip out the asphalt and shape the ground surrounding the statue and then find local volunteers to paint the statue. Regas states having no feedback fromt he fiberglass contractor in Tenstrike. Councilor Johnson comments the top fiberglass section the statue sits on could be built up and agrees with Schwanke's report. Johnson states the top is the only section of the base that needs help. Johnson and Seitz are both willing to work on the statue themselves and finding local interest to paint it. Regas states there is enough funding to work on the statue, the asphalt and build a facade for the old duck.

d) Blackduck City Hall Repairs

Regas has not received any feedback on funding from BEC or USDA.

e) Birch & Beyond Inc. Property Sale & ROW vacation request -

Regas reports communicating with Tourney since June 9th regarding the deeded property the City owns and the City's request to sell the property and potentially having it surveyed. Regas states Tourney wants to know what the parcel would cost. Regas contacted Matt Sparby regarding the sale of the property and what a fair price would be. Regas reports Sparby recommends locating the south west and east property markers and just deed the property to Tourney so the parcel is back on the tax roll. Regas further states Tourney was provided verbal authorization from Leevers to allow his inventory of birch poles to be placed on Leevers property beyond the parcel the City owns. Regas recommends the City Council agree to sell the parcel of land to Tourney and requested feedback regarding cost to sell it for. Councilor Johnson recommends not surveying the parcel but sell the parcel and make the buyer pay the closing costs. Johnson states a survey would protect Leevers and should be surveyed to protect them. Regas states that could proceed after the purchase agreement is signed and recorded. Gullette recommends the buyer pays all recording costs and closing costs and that is all. Fredrickson states only sell it for what the City would incur on admin costs and closing costs.

Regas reports communicating with Tourney the need to have his semi-trailer relocated from the utility which the setback is 10'. Regas states Tourney was made aware of the setback by Beltrami Electric. Regas further states the alley vacation will need to be done separately and provide the adjacent land owner the ability to own 50% of the alley.

Regas will follow up with Tourney so he knows what the City will doing with the parcel and then will work on the alley process.

f) Ordinance Amendment - Lakeview Cemetery - Chapter 6

Board members discussed the revisions on the maintenance of the cemetery and the responsible party language and revisions made to that section. Regas requested feedback on moving forward with the amendment and holding a public hearing. Board members agreed to making vaults required but requested amending language to the type of vaults so concrete vaults are not the only option. Board members discussed using sample language from the City of Sebeka that gives more options but still requires vaults. Regas will prepare the revisions for review of the council at the next meeting and recommends the first reading be completed on July 21, 2025 work session.

g) 2024 Financial Audit Presentation & Submission Delay

Regas provided an update on the presentation of the 2024 financial audit. Regas reports the presentation is delayed due to an health issue with a integral leader on the audit. Regas sent an extension request to the Minnesota State Auditor asking for a one month extension. Fredrickson requested the back story asking if the City was aware the extension would be needed. Regas stated she had been aware the

extension could be a possibility since after Memorial Weekend but CLA was hoping to complete the audit in time. Regas stated that regardless of the large number of staff CLA has the involvement of key staff from the start was too big for other auditors to start over at that late of a stage. Regas stated the result was the need for requested extension.

4 NEW BUSINESS

a) City Road Maintenance Agreement - Beltrami County Highway Department
Regas provided a Maintenance Agreement with the Beltrami County Highway Department that will need approving at the July 7, 2025 meeting. Regas states Schwanke reviewed the agreement and reports the agreement is only for when the county needs to service City of Blackduck Streets.

b) 2025 Backwoods Bash Donation Request
Regas provided the donation request from Backwoods Bash 'new' Committee. Board members confirmed with Regas the City provides Waste removal for the event and hasn't provided cash donations in past years. Regas confirmed. Fredrickson stated the City provides other support in other ways and that is what has been budgeted is acceptable.

c) 2026 General Fund Budget Process
Regas reports beginning the 2026 budget process and provided a head sup that committee meetings will start in August, with some personnel committee meetings.

d) Discuss June 21, 2025 Storm & any Mutual Aid to Bemidji / Beltrami
Regas reports with the storm this past weekend the Greenwood Cemetery in Bemidji requested assistance to clear debris and public works staff and equipment will be going to help. Regas reached out to Beltrami County Administrator Tom Barry and offered any help. Regas reports public works staff worked all day Saturday to keep lift stations powered with the portable generator noting needing to steal gas from the golf course to keep it running.

e) Food Shelf/Bank Town Hall Report -
Councilor Johnson reports attending a town hall on starting a food shelf/bank in Blackduck. Johnson reports the meeting was well attended, there is funding for food and whatever they need, people to build shelves provide refrigerators, etc. but they need a location. Mayor Gullette and Johnson suggested locations like Moon Drug, The Shade Store, The Old Law Enforcement Building, Brit's Salon, Flower in the Attic, Your HomeTown Hemp buildings. Regas warns the board members that if the Food Shelf is a non-profit and purchases a building that property becomes non-taxable and off the tax roll.

5 ADJOURNMENT

a)

Ronald Fredrickson moved to adjourn the meeting at 7:10pm Donald Johnson seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Ronald Fredrickson	For

Christina Regas, City Administrator

Maxwell Gullette, Mayor

July 7, 2025

FUND	Deerwood Checking BEGINNING BALANCE	Bill Report through 7/7/2025	Deerwood Checking ENDING BALANCE	Deerwood First Preferred Savings BEGINNING BALANCE	Deerwood First Preferred Savings Bill Report through 7/7/2025	Deerwood First Preferred Savings ENDING BALANCE	Total Balance of all Accounts
GENERAL (101)	$462,013.28	$9,619.60	$452,393.68	$129,843.15	$0.00	$129,843.15	
POLICE RESTRICTED CASH (101)	$13,308.21	$0.00	$13,308.21	$0.00	$0.00	$0.00	
CEMETERY (201)	($10,833.53)	$664.40	($11,497.93)	$7,993.59	$0.00	$7,993.59	
PERPETUAL CARE (202)	$7,260.96	$2,437.00	$4,823.96	$53,418.01	$0.00	$53,418.01	
SEWER MAINTENANCE (204)	$0.00	$0.00	$0.00	$42,043.34	$0.00	$42,043.34	
SEWER REPLACEMENT (205)	$0.00	$0.00	$0.00	$255,846.93	$0.00	$255,846.93	
SCDP REVOLVING LOAN FUND (207)	$0.00	$0.00	$0.00	$31,830.66	$0.00	$31,830.66	
FIRE DEPT RESERVE (TruckFund) (208)	$0.00	$0.00	$0.00	$31,107.82	$0.00	$31,107.82	
PINE TREE PARK (209)	$29,336.56	$2,340.01	$26,996.55	$10,033.97	$0.00	$10,033.97	
WATER SINKING FUND (212)	$0.00	$0.00	$0.00	$207,796.86	$0.00	$207,796.86	
PUBLIC WORKS RESERVE FUND (215)	$0.00	$0.00	$0.00	$3,562.06	$0.00	$3,562.06	
Fire Dept Special Equip Fund (216)	$20,039.13	$0.00	$20,039.13	$5,105.37	$0.00	$5,105.37	
2018 Revolving Loan Fund (250)	$0.00	$0.00	$0.00	$335,513.01	$0.00	$335,513.01	
1989 Go Bond (301)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
2006 GO BOND (307)	$11.40	$0.00	$11.40	$0.00	$0.00	$0.00	
2009A Refunding Bond (309)	$337.17	$0.00	$337.17	$0.00	$0.00	$0.00	
2014A Disposal System Debt Service Fund (314)	$21,814.51	$0.00	$21,814.51	$0.00	$0.00	$0.00	
2017A Disposal System Debt Service Fund (317)	$3,468.83	$0.00	$3,468.83	$0.00	$0.00	$0.00	
2017 PFA Debt System Debt Service Fund (320)	$85,796.25	$5,730.00	$80,066.25	$0.00	$0.00	$0.00	
2018 Frontage/Pine Ave Internal Loan (325)	$14,122.54	$0.00	$14,122.54	$0.00	$0.00	$0.00	
2024A Gen. Obligation Equipment Project fund (330)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
2024A Gen. Obligation Equipment Debt Fund (331)	$4,842.64	$8,838.90	($3,996.26)	$0.00	$0.00	$0.00	
2025A Gen. Obligation Equipment Project Fund (340) Fire	$14,595.27	$0.00	$14,595.27	$0.00	$0.00	$0.00	
2025A Gen. Obligation Equipment Debt Fund (341) Fire	$41.87	$0.00	$41.87	$0.00	$0.00	$0.00	
TAX INCREMENT FINANCING (376)	$37,847.82	$0.00	$37,847.82	$133,267.20	$0.00	$133,267.20	
Blackduck HRA Fund (210)	$30,783.68	$0.00	$30,783.68	$0.00	$0.00	$0.00	
2023A Gen. Obligation Debt fund PW/PS Facility (381)	$14,112.90	$0.00	$14,112.90	$0.00	$0.00	$0.00	
2023B Gen. Obligation Debt Fund PW/PS Facility (382)	$2,449.55	$0.00	$2,449.55	$0.00	$0.00	$0.00	
Capital Project Fund (401)	$71,756.93	$57,583.00	$14,173.93	($18,201.84)	$0.00	($18,201.84)	
KRLS Library Renovation Project (550) - *new*	$57,583.00	$0.00	$57,583.00	$0.00	$0.00	$0.00	
WATER FUND (601)	$14,069.25	$15,119.78	($1,050.53)	$0.00	$0.00	$0.00	
SEWER FUND (602)	$111,767.79	$13,822.60	$97,945.19	$0.00	$0.00	$0.00	
LIQUOR FUND (609)	$102,925.90	$107,515.68	($4,589.78)	$0.00	$0.00	$0.00	
LIQUOR RENT RESTRICTED FUND (609)	$24,444.73	$0.00	$24,444.73	$0.00	$0.00	$0.00	
GOLF COURSE FUND (613)	($210,609.31)	$26,456.29	($237,065.60)	$0.00	$0.00	$0.00	
Total:	**$923,287.33**	**$250,127.26**	**$673,160.07**	**$1,229,160.13**	**$0.00**	**$1,229,160.13**	**$1,902,320.20**

Fund Transfer from:	Fund transfer to:	Reason:	Amount of Transfer:
DW Checking Liquor Fund (609)	DW Checking General Fund (101)	Budgeted Transfer	$5,000.00
DW Capital Project Fund (401)	DW Checking KRLS Library Ren Project (550)	Auditor Recommendation	$57,583.00

2025 Bond Payments:	Principal:	Interest:	Fees:	Total:
2012A General Obligation Bond Payment (601)	$0.00	$6,543.75	$475.00	$7,018.75
2021A General Obligation Bond Payment (609)	$0.00	$4,925.00	$0.00	$4,925.00

CITY OF BLACKDUCK

Monthly Bills

June 2025

Check Name	Amount
101 GENERAL FUND	
Marco Technologies LLC	$1,594.30
BELTRAMI ELECTRIC COOP	$2,496.49
BLACKDUCK AUTO PARTS	$989.05
BLACKDUCK CO-OP	$165.61
BOGARTS REPAIR AND RECOVERY	$154.23
Certified Laboratories	$459.95
FRONTIER REPAIR	$54.50
MN ASSOCIATION OF SMALL CITIES	$427.00
NORTH COUNTRY OVERHEAD DOOR LL	$105.00
NORTHWOODS LUMBER CO	$177.05
PAUL BUNYAN COMMUNICATIONS	$510.48
PINNACLE MARKETING GROUP	$79.00
RATWIK, ROSZAK & MALONEY, P.A.	$342.00
ROGER'S TWO WAY RADIO	$111.00
TIMBERLINE SPORTS, INC	$693.20
UNITED STATES POST OFFICE	$154.00
VERIZON WIRELESS	$750.64
VESTIS	$356.10
101 GENERAL FUND	$9,619.60
201 CEMETERY FUND	
BLACKDUCK AUTO PARTS	$664.40
201 CEMETERY FUND	$664.40
202 PERPETUAL CARE FUND	
WIDSETH	$2,437.00
202 PERPETUAL CARE FUND	$2,437.00
209 PINE TREE PARK FUND	
BELTRAMI ELECTRIC COOP	$596.29
DOBMEIER EXCAVATING	$100.00
JONS REFUSE SOLUTIONS INC	$234.43
JUELSON PLUMBING & HEATING	$1,198.55
MIKE LARSON	$30.00
NORTHWOODS LUMBER CO	$134.27
TIFFANY MCCARTNEY	$30.00
TIMBERLINE SPORTS, INC	$16.47
209 PINE TREE PARK FUND	$2,340.01
320 2017A PFA DISP SYS BOND DEBT S	
MN PUBLIC FACILITIES AUTHORITY	$5,730.00
320 2017A PFA DISP SYS BOND DE	$5,730.00
331 2024A GENERAL OBLIG EQUIP DEBT	
HUNTINGTON NATIONAL BANK	$8,838.90
331 2024A GENERAL OBLIG EQUIP	$8,838.90
601 WATER FUND	
Marco Technologies LLC	$88.61
BELTRAMI ELECTRIC COOP	$866.60
EHLERS AND ASSOCIATES	$7,018.75
Hawkins, Inc	$866.92
PAUL BUNYAN COMMUNICATIONS	$117.51
VERIZON WIRELESS	$446.39
WIDSETH	$5,715.00
601 WATER FUND	$15,119.78
602 SEWER FUND	
Marco Technologies LLC	$88.61
BELTRAMI ELECTRIC COOP	$5,759.79
BLACKDUCK CO-OP	$303.47
Gopher State One Call	$4.05
MN PUMP WORKS	$5,829.79
NORTHERN IRRIGATION	$1,622.00
RMB ENVIRONMENTAL LABORATORIES	$195.42
TIMBERLINE SPORTS, INC	$19.47
602 SEWER FUND	$13,822.60
609 MUNICIPAL LIQUOR FUND	
Marco Technologies LLC	$197.30
ABSOLUTE ICE	$1,427.00
BELTRAMI ELECTRIC COOP	$1,857.67
BEMIDJI COCA-COLA	$696.50
BEMIDJI PAPER	$336.89
BERNATELLOS	$567.00
Bernick Companies	$16,657.41
BOBS ECONO PUMP INC	$240.00
Breakthru Beverage	$8,040.58
CHARLIE WARD	$120.00
D-S BEVERAGES, INC.	$21,569.50
EHLERS AND ASSOCIATES	$4,925.00
FORESTEDGE WINERY	$276.00
GUARDIAN PEST CONTROL	$89.77
HEGGIES PIZZA LLC	$437.20
JOHNSON BROTHERS LIQUOR CO.	$3,939.73
JONS REFUSE SOLUTIONS INC	$368.62
MELISSAS CLEANING	$1,290.00
MIKINNON CO., INC	$14,116.45
NEI BOTTLING INC	$1,475.18
OLD DUTCH	$456.30
PAUL BUNYAN COMMUNICATIONS	$345.69

Check Name	Amount
PERFORMANCE FOOD SERVICE	$12,853.22
Phillips Wine and Spirits	$5,542.81
PINNACLE MARKETING GROUP	$79.00
QUILL CORPERATION	$73.78
Southern Glazer's of MN	$3,331.66
TOTAL TAP SERVICES	$85.00
US FOODs	$6,182.60
VESTIS	-$62.18
609 MUNICIPAL LIQUOR FUND	$107,515.68
613 GOLF COURSE	
ABSOLUTE ICE	$60.00
BATTERY WHOLESALE, INC	$1,956.21
BELTRAMI ELECTRIC COOP	$524.73
BEMIDJI COCA-COLA	$583.20
Bernick Companies	$577.15
BLACKDUCK CO-OP	$2,376.13
BOGARTS REPAIR AND RECOVERY	$116.97
CLARITY GLASS	$211.58
DL SEAMLESS RAIN GUTTERS	$3,732.00
D-S BEVERAGES, INC.	$905.00
FRONTIER REPAIR	$170.42
GIOVANNIS FROZEN PIZZA	$402.80
HORNUNGS	$96.15
HUNTINGTON NATIONAL BANK	$2,445.00
JIM DANDY SNACK FOOD CO.	$181.50
JOHNSON BROTHERS LIQUOR CO.	$490.00
JONS REFUSE SOLUTIONS INC	$101.95
MIKINNON CO., INC	$576.80
NEI BOTTLING INC	$1,147.50
NORTHWOODS LUMBER CO	$222.99
PAUL BUNYAN COMMUNICATIONS	$110.02
PERFORMANCE FOOD SERVICE	$950.52
PIERCE CONTRETE, INC	$7,000.00
PINNACLE MARKETING GROUP	$79.00
THREAD CREATIONS	$947.40
VERSATILE VEHICLES, INC	$325.54
VESTIS	$0.00
VON HANSON'S SNACKS INC.	$165.73
613 GOLF COURSE	$26,456.29
	$192,544.26

Sewer Fund
Year to Date Income Statement thru 06/30/2025

Sewer Operating Revenue:		Budget
Reimbursements	$7.35	$0.00
Interest Earnings	$1,204.89	$750.00
Sewer Sales	$107,194.35	$250,297.86
Farm Lease Agreement Revenue	$3,049.00	$6,098.00
Swr Penalty	$523.77	$1,500.00
Transfer from Money Market - ARPA Funds	$0.00	$0.00
Sewer Connet/Reconnect	$0.00	$0.00
Other State Aid Grant	$325.00	$0.00
Charges for Service	$4,500.00	$5,000.00
Total Sewer Revenues	**$116,804.36**	**$263,645.86**

Sewer Operating Expenditures:			Budget	Remaining
	Full-Time Employees Regular	$46,831.02	$85,646.98	$38,815.96
	Full-time Employee overtime	$4,918.61	$4,000.00	($918.61)
	Part-Time Employees	$442.46	$1,349.46	$907.00
	Employer CPF Contribution - Union Contract	$1,268.15	$3,102.84	$1,834.69
	PERA	$3,736.79	$6,524.73	$2,787.94
	FICA	$3,892.33	$6,655.23	$2,762.90
	Employer Paid Health	$7,379.90	$17,044.92	$9,665.02
	Office Supplies (GENERAL)	$0.00	$400.00	$400.00
	Heating Fuel	$0.00	$1,000.00	$1,000.00
	Electricity	$12,979.50	$21,000.00	$8,020.50
	Training and Instruction	$469.46	$1,000.00	$530.54
	Operating Supplies (GENERAL)	$532.84	$1,000.00	$467.16
	Motor Fuels	$678.54	$2,000.00	$1,321.46
	Lubricants and Additives	$0.00	$500.00	$500.00
	Repairs/Maint Supply	$0.00	$1,500.00	$1,500.00
	Equipment Parts	$0.00	$0.00	$0.00
	Computer Supplies	$0.00	$0.00	$0.00
	Merchandise Resale	$0.00	$0.00	$0.00
	Building Repair Supply	$0.00	$0.00	$0.00
	Tires	$0.00	$1,500.00	$1,500.00
	Small Tools	$0.00	$600.00	$600.00
	Auditing and Acc't	$3,500.00	$3,500.00	$0.00
	Architect Fees	$0.00	$0.00	$0.00
	Legal Fees - for project	$0.00	$100.00	$100.00
	Testing/Analysis	$598.42	$1,700.00	$1,101.58
	Other Professional Services	$2,643.90	$4,000.00	$1,356.10
	Engineering Services - *PER/ER*	$5,435.63	$0.00	($5,435.63)
	Telephone	$0.00	$0.00	$0.00
	Postage	$805.02	$700.00	($105.02)
	Travel Expense	$371.67	$1,000.00	$628.33
	Other Printing/Binding	$0.00	$0.00	$0.00
	Freight and Express	$0.00	$0.00	$0.00
	Legal Notices/Publications	$0.00	$0.00	$0.00
	General Liability Insurance	$1,146.14	$2,877.64	$1,731.50
	Property Insurance	$2,778.20	$5,941.09	$3,162.89
	Other Insurance	$0.00	$0.00	$0.00
	Automotive Insurance	$0.00	$0.00	$0.00
	Workers Compensation	$2,323.00	$3,872.62	$1,549.62
	Unemployment Paid	$0.00	$0.00	$0.00
	State Connection Fee	$0.00	$0.00	$0.00
	Repairs/Maint Building	$0.00	$125.00	$125.00
	Repairs/Maintenance Structure	$7,451.79	$10,000.00	$2,548.21
	Repairs/Main Machinery/Equip	$19.47	$4,500.00	$4,480.53
	Dues and Subscriptions	$943.73	$4,500.00	$3,556.27
	Buildings & Structures -*Liftstations*	$3,910.16	$0.00	($3,910.16)
	Improvements other	$0.00	$0.00	$0.00
	Refuse/Garbage Dispsal -	$167.20	$0.00	($167.20)
	Medical Fees	$0.00	$0.00	$0.00
	Miscellaneous -	$0.00	$0.00	$0.00
	Other Equipment *marco printer*	$513.66	$993.72	$480.06
Total Sewer Expenditures		**$115,737.59**	**$198,634.23**	**$82,896.64**

			Budget	Remaining
2019 Micro Loan Principal		$0.00	$0.00	$0.00
2019 Micro Loan Interest		$0.00	$0.00	$0.00
Debt Srv Principal 2014 Go Bond		$0.00	$3,000.00	$3,000.00
2023A Go Bond Principal		$0.00	$12,562.88	$12,562.88
2023A Go Bond Interest		$0.00	$8,061.72	$8,061.72
2023B Go Bond Principal		$0.00	$2,488.18	$2,488.18
2023B Go Bond Interest		$0.00	$1,423.30	$1,423.30
Depreciation/Capital Outlay		$15,000.00	$20,000.00	$5,000.00
	Total	**$15,000.00**	**$47,536.08**	**$32,536.08**
	Net Total	**($13,933.23)**	**$246,170.31**	**$115,432.72**

Water Fund

Year to Date Income Statement thru 06/30/2025

Water Operating Revenue:		**Budget:**
Water Meter Sales	$1,985.00	$0.00
Health Dept Charges	$42.71	$2,994.00
Penalties and Interest	$0.00	$0.00
Water Sales	$114,058.22	$292,111.78
Water Connect/Reconnect Fee	$299.80	$800.00
Water Penalty	$556.35	$1,300.00
Interest Earnings	$26.16	$900.00
Reimbursements	$71.35	$0.00
Total Water Revenues	**$117,039.59**	**$298,105.78**

Water Operating Expenditures:	**Year to Date**	**Budget**	**Remaining**
Full-Time Employees Regular	$44,305.02	$81,038.72	$36,733.70
Full-Time Employees OT	$4,561.58	$2,000.00	($2,561.58)
Part-Time Employees	$442.47	$1,349.46	$906.99
Employer CPF Contribution - Union Contract	$1,209.76	$2,895.62	
PERA	$3,541.89	$6,179.12	$2,637.23
FICA	$3,675.36	$6,302.71	$2,627.35
Employer Paid Health	$7,055.94	$16,297.77	$9,241.83
Office Supplies (GENERAL)	$0.00	$400.00	$400.00
Printed Forms	$0.00	$0.00	$0.00
Heating	$0.00	$1,000.00	$1,000.00
Electricity	$5,227.74	$10,000.00	$4,772.26
Computer Supplies	$0.00	$0.00	$0.00
Training and Instruction	$32.00	$1,000.00	$968.00
Operating Supplies (GENERAL)	$295.31	$2,600.00	$2,304.69
Cleaning Supplies	$0.00	$0.00	$0.00
Motor Fuels	$0.00	$1,500.00	$1,500.00
Lubricants and Additives	$0.00	$0.00	$0.00
Chemicals	$0.00	$0.00	$0.00
Chlorine	$5,236.39	$7,000.00	$1,763.61
Fluoride	$0.00	$1,300.00	$1,300.00
Repairs/Maint Supply	$60.61	$1,100.00	$1,039.39
Equipment Parts	$14.99	$0.00	($14.99)
Building Repair Supply	$0.00	$0.00	$0.00
Utility Maint Supply	$0.00	$0.00	$0.00
Small Tools	$150.66	$500.00	$349.34
Merchandise for Resale	$0.00	$750.00	$750.00
Auditing and Acc't	$3,500.00	$3,500.00	$0.00
Legal Notices/Publications	$0.00	$0.00	$0.00
Legal fees -	$0.00	$200.00	$200.00
Testing/Analysis	$538.37	$0.00	($538.37)
Professional Services	$0.00	$0.00	$0.00
Other Professional Services	$544.94	$1,000.00	$455.06
Engineering Services - *PER/ER*	$11,150.62	$0.00	($11,150.62)
Telephone	$177.74	$917.40	$739.66
Radio/communications Expense	$647.84	$480.12	($167.72)
Internet	$292.00	$504.00	$212.00
Postage	$1,116.75	$900.00	($216.75)
Travel Expense	$316.10	$1,000.00	$683.90
Other Equipment Rentals	$0.00	$0.00	$0.00
Legal Notices/Publications	$0.00	$0.00	$0.00
General Liability Insurance	$274.32	$740.68	$466.36
Property Insurance	$3,088.20	$6,679.91	$3,591.71
Workers Compensation	$2,428.24	$3,139.93	$711.69
Unemployment Paid	$0.00	$0.00	$0.00
Refuse/Garbage Disposal	$354.40	$350.00	($4.40)
State Connection Fee	$1,374.00	$2,994.00	$1,620.00
Repairs/Maint Building -	$0.00	$0.00	$0.00
Repairs/Maintenance Structure	$3,811.25	$12,000.00	$8,188.75
Repairs/Maintenance Machinery	$0.00	$2,500.00	$2,500.00
Dues and Subscriptions	$1,261.78	$4,000.00	$2,738.22
Uncolletable Checks/Bad Debt	$1,111.49	$150.00	($961.49)
Medical Fees	$0.00	$0.00	$0.00
Office Equipment and furniture	$0.00	$0.00	$0.00
Other Equipment Marco Printer	$513.66	$993.72	$480.06
Miscellaneous -	$0.00	$0.00	$0.00
Cash Short	$0.00	$0.00	$0.00
Bank Service Charges	$0.00	$150.00	$150.00
Total Water Expenditures	**$108,311.42**	**$185,413.16**	**$75,415.88**

Other Water Expenditures:		**Budget**	**Remaining**
Transfer Fr Other Fund	$0.00	$0.00	$0.00
2023A Go bond principal	$0.00	$12,562.88	$0.00
2023A Go Bond Interet	$0.00	$8,061.72	$0.00
2023B Go Bond Principal	$0.00	$2,488.18	$2,488.18
2023B Go Bond Interest	$0.00	$1,423.30	$1,423.30
Debt Service Bond Principal	$50,000.00	$50,000.00	$0.00
Debt Service Bond Interest	$13,612.50	$13,612.50	$0.00
Depreciation/Capital Outlay	$0.00	$13,000.00	$13,000.00
Total	**$63,612.50**	**$101,148.58**	**$16,911.48**
Net Total	**($54,884.33)**	**$286,561.74**	**$92,327.36**

Pine Tree Park
Year to Date Income Statement thru 06/30/2025

PTP Revenues -	2025	2024	2025 budget
Reservation Fees	$314.00	$371.00	$600.00
Grants	$11,000.00	$11,000.00	$11,000.00
Camping Fees	$12,665.75	$10,702.00	$20,000.00
Other Revenue	$0.00	$0.00	$0.00
Transfer from Golf Course - mower	$0.00	$10,500.00	$0.00
Interest Earnings	$440.98	$393.43	$300.00
Total PTP Revenues	**$24,420.73**	**$32,966.43**	**$31,900.00**

PTP Expenditures	2025 YTD	2024 YTD	2025 Budget	Remaining
Full-Time Employees Regular	$2,322.90	$4,082.69	$5,332.32	$3,009.42
Full-time Employee Overtine	$283.82	$167.14	$250.00	
Part-Time Employees Regular	$1,106.15	$669.48	$3,373.65	$2,267.50
Employer CPF Contribution	$76.69	$0.00	$204.62	
PERA	$190.14	$330.28	$652.95	$462.81
FICA	$279.53	$376.31	$666.01	$386.48
Employer Paid Health	$451.59	$478.37	$1,030.33	$578.74
Office Supplies	$0.00	$0.00	$0.00	$0.00
Electricity	$1,352.90	$594.10	$3,000.00	$1,647.10
Operating Supplies (GENERAL)	$313.62	$97.55	$700.00	$386.38
Cleaning Supplies	$11.99	$11.97	$200.00	$188.01
Motor Fuels	$0.00	$767.59	$1,400.00	$1,400.00
Repairs/Maint Supply	$0.00	$0.00	$850.00	$850.00
Equipment Parts	$0.00	$302.01	$300.00	$300.00
Other Professional Services	$400.00	$300.00	$1,750.00	$1,350.00
Postage	$0.00	$0.00	$0.00	$0.00
Advertising	$0.00	$0.00	$0.00	$0.00
Other Printing/Binding	$0.00	$0.00	$250.00	$250.00
General Liability Insurance	$548.64	$679.52	$1,481.35	$932.71
Property Insurance	$1,141.50	$1,166.50	$2,472.45	$1,330.95
Workers Compensation Insurance	$0.00	$0.00	$0.00	$0.00
Garbage	$935.98	$768.27	$2,500.00	$1,564.02
Repairs/Maint Building	$1,315.32	$0.00	$2,500.00	$1,184.68
Repairs/Maintenance Structure	$0.00	$0.00	$0.00	$0.00
Improvements Other	$0.00	$970.00	$0.00	$0.00
Repairs/Maintenance Machinery	$344.53	$146.21	$1,500.00	$1,155.47
Other Equipment - *new mower*	$0.00	$17,559.44	$0.00	$0.00
Depreciation	$0.00	$0.00	$5,000.00	$5,000.00
Miscellaneous -	$0.00	$0.00	$0.00	$0.00
Portable Restrooms	$0.00	$0.00	$0.00	$0.00
Dues and Subscriptions - includes refunds	$185.00	$60.00	$375.00	$190.00
Total PTP Expenditures	**$11,260.30**	**$29,527.43**	**$35,788.68**	**$24,434.27**
Net Profit	**$13,160.43**	**$3,439.00**		

Lakeview Cemetery
Year to Date Income Statement thru 06/30/2025

Cemetery Revenue	2025	2024	2025 Budget
Cemetery Lot Revenues	$0.00	$962.50	$1,700.00
Other Revenue	$0.00	$0.00	$0.00
Interest Earnings	$1,126.07	$1,170.11	$400.00
Transfer from General Fund	$0.00	$0.00	$2,000.00
Transfer from Perpetual Fund	$0.00	$0.00	$2,300.00
Transfer from Liquor Fund	$0.00	$0.00	$3,500.00
Insurance Proceeds	$2,180.00	$0.00	$0.00
Total PTP Revenues	**$3,306.07**	**$2,132.61**	**$9,900.00**

Cemetery Expenditures	2025 YTD	2024 YTD	2025 Budget	Remaining
Full-Time Employees Regular	$2,491.38	$2,338.60	$4,608.13	$2,116.75
Full-time Employee overtime	$391.66	$319.84	$300.00	($91.66)
Part-Time Employees Regular	$221.23	$128.73	$674.73	$453.50
Employer CPF Contribution	$58.39	$0.00	$155.48	$97.09
PERA	$194.79	$201.39	$396.21	$201.42
FICA	$234.03	$213.18	$404.14	$170.11
Employer Paid Health	$324.03	$319.25	$747.15	$423.12
Operating Supplies (GENERAL)	$0.00	$0.00	$400.00	$400.00
Motor Fuels	$664.40	$0.00	$1,000.00	$335.60
Other Professional Services	$375.00	$475.00	$500.00	$125.00
Postage	$0.00	$0.00	$0.00	$0.00
General Liability Insurance	$68.58	$84.94	$185.17	$116.59
Property Insurance	$82.50	$84.00	$178.08	$95.58
Workers Compensation Insurance	$368.31	$476.42	$500.24	$131.93
Total Cemetery Expenditures	**$5,474.30**	**$4,641.35**	**$10,049.33**	**$4,575.03**
Net Profit	**($2,168.23)**	**($2,508.74)**		

Blackduck Municipal Golf Course
Year-To-Date Income Statement - 06/30/2025

	Actual 2025 Sales	2025 Revenue Budget	2025 Cost of Goods	2025 Gross Profit	2025 Gross Margin	2025 Expense Budget	Remaining Expense Budget
Beer	$7,230.80	$20,000.00	$4,517.50	$2,713.30	37.52%	$10,000.00	$5,482.50
Liquor	$2,826.73	$4,000.00	$490.00	$2,336.73	82.67%	$1,000.00	$510.00
Soft Drinks	$3,560.67	$10,000.00	$4,998.27	($1,437.60)	-40.37%	$6,000.00	$1,001.73
Food	$4,337.02	$10,000.00	$4,594.11	($257.09)	-5.93%	$8,000.00	$3,405.89
Golf Merchandise & Clubs for S	$2,847.39	$4,000.00	$2,197.43	$649.96	22.83%	$3,000.00	$802.57
Clothing	$1,807.00	$4,000.00	$4,757.85	($2,950.85)	-163.30%	$3,500.00	($1,257.85)
Total	**$22,609.61**	**$52,000.00**	**$21,555.16**	**$1,054.45**	**4.66%**	**$31,500.00**	**$9,944.84**

Charges for Services	*Actual 2025 Revenue*	**Revenue Budget**
Green Fees	$37,453.57	$90,000.00
Membership Fees	$38,852.52	$38,000.00
Trail Fees	$777.00	$1,000.00
Cart Storage	$1,251.00	$1,584.00
Rentals (Clubs, Carts)	$997.26	$1,500.00
Power Carts	$26,854.21	$55,000.00
Clubhouse Rental	$1,350.00	$1,000.00
Kayak Rental	$0.00	$500.00
Golf Tournament Revenue	$3,234.72	$10,000.00
Total Charges for Services	**$110,770.28**	**$198,584.00**

Total Income **$133,379.89**

Less Operating Expense		**2025 Budget**	**Remaining**
FT Wages	$15,310.61	$30,776.58	$15,465.97
PT Wages	$23,425.20	$88,275.05	$64,849.85
PERA	$1,780.46	$7,340.13	$5,559.67
FICA	$2,963.27	$9,107.45	$6,144.18
Employer Paid Health	$6,249.78	$12,499.56	$6,249.78
Office Supplies	$0.00	$400.00	$400.00
Heating Fuel	$0.00	$0.00	$0.00
Electricity	$3,260.96	$6,000.00	$2,739.04
Computer Supplies	$0.00	$0.00	$0.00
Training & Instructions	$0.00	$0.00	$0.00
Operating Supplies	$2,938.51	$5,000.00	$2,061.49
Cleaning Supplies	$0.00	$0.00	$0.00
Motor Fuels	$1,534.94	$4,000.00	$2,465.06
Lubricants/Additives	$902.35	$0.00	($902.35)
Chemicals	$2,187.13	$8,000.00	$5,812.87
Repair/Maint/Supplies	$63.79	$0.00	($63.79)
Equipment parts	$0.00	$0.00	$0.00
Building Repair supply	$0.00	$0.00	$0.00
Small Tools/Equipment	$327.40	$1,000.00	$672.60
Tires	$0.00	$0.00	$0.00
Auditing/Accounting	$0.00	$0.00	$0.00
Mix Expense	$0.00	$0.00	$0.00
Other for Resale - ice	$0.00	$0.00	$0.00
Medical Fees	$0.00	$0.00	$0.00
Legal Fees	$0.00	$0.00	$0.00
Telephone	$600.67	$1,196.52	$595.85
Internet	$299.70	$600.00	$300.30
Travel Expense	$0.00	$0.00	$0.00
Other Equipment	$0.00	$0.00	$0.00
Other Professional services	$145.24	$0.00	($145.24)
Website Development & Maintenance	$474.00	$948.00	$474.00
Sponsorship Expense	$1,159.17	$1,000.00	($159.17)
Postage	$0.00	$0.00	$0.00
Advertising	$258.91	$1,000.00	$741.09
Promotional Expenses	$2,584.00	$0.00	($2,584.00)
Liability Insurance	$1,988.82	$5,369.91	$3,381.09
Property Insurance	$1,169.00	$2,540.82	$1,371.82
Work Comp	$2,545.79	$1,454.30	($1,091.49)
Unemployment	$5,826.43	$3,000.00	($2,826.43)
Dram Insurance	$0.00	$1,250.00	$1,250.00
Garbage Disposal	$452.62	$1,300.00	$847.38
Repair/Maint Building	$257.57	$2,000.00	$1,742.43
Improvements other than Bldgs -	$10,968.02	$5,000.00	($5,968.02)
Repairs/Maint Machinery	$7,333.05	$11,000.00	$3,666.95
Maintenance Course	$3,221.78	$8,000.00	$4,778.22
Golf Cart Maintenance - ONLY	$2,628.70	$2,000.00	($628.70)
Furniture & Fixtures	$0.00	$0.00	$0.00
Motor Vehicles - *golf cart purchase*	$12,976.58	$12,900.00	($76.58)
Club House renovations	$0.00	$0.00	$0.00
Other Equipm *new rental clubs*	$75.24	$0.00	($75.24)
Uncollectable Checks	$0.00	$0.00	$0.00
Dues and Subscriptions	$1,408.89	$2,500.00	$1,091.11
Bank Service Charges	$2,321.59	$6,500.00	$4,178.41
Cart Shed Internal Loan 2020	$6,118.00	$6,118.00	$0.00
Golf Rough Mower Internal Loan - 2022	$1,825.37	$3,650.74	$1,825.37
Cart Lease - Huntington Bank - 2021	$7,335.00	$14,670.00	$7,335.00
Equipment Bond Interest 2016	$175.00	$175.00	$0.00
Equipment Bond Principal 2016	$14,000.00	$14,000.00	$0.00
Total Expense	**$149,093.54**	**$280,572.06**	**$131,478.52**

OPERATING INCOME OR LOSS **($37,268.81)**

Other Expenses	
Misc. Expenses	$0.00
Equipment - Gator	$0.00
Gift Certificates / Discounts *discounts for punch cards & savings cards*	$4,774.10
Cash Short -	$118.63
Total Other Expenses	**$4,892.73**

Other Income	
General Property taxes	$307.38
Transfer Fr Liq Str	$0.00
Reimbursements	$341.92
Donations and Contributions	$0.00
Promotional Event Revenue	$0.00
Charges for Service - Bank Card Fees	$1,498.17
Cash Over	$208.13
Other Revenue	$50.00
Sponsorship Revenue *(cart / tee box)*	$4,500.00
Total Other Income	**$6,905.60**

NET INCOME OR LOSS YEAR TO DATE **($35,255.94)**

Inventory On-Hand at 1/1/2025 after inventory total	$3,802.17
Inventory On-Hand at 6/30/2025	$3,802.17
Difference	$0.00

Sales Comparison YTD	**2022**	**2023**	**2024**	**2025**	**+/- over prior year**
Green Fees	$20,142.77	$40,749.83	$30,525.79	$37,453.57	18.50%
Cart Rental	$14,214.19	$19,384.73	$21,987.07	$26,854.21	18.12%

YTD Comparisons:	**2022**	**2023**	**2024**	**2025**	**+/- over prior year**
Operating Revenue	$100,188.93	$142,482.24	$124,590.51	$140,285.49	11.19%
Operating Expense	$131,653.74	$148,178.18	$167,566.44	$175,541.43	4.54%
	($31,464.81)	($5,695.94)	($42,975.93)	($35,255.94)	

Lookback Comparison:	**May - June 2023**	**May - June 2024**	**May - June 2025**
Operating Revnue	$88,152.09	$78,399.06	$79,675.66
Operating Expense	$71,701.73	$94,815.54	$143,545.84

Blackduck Municipal Liquor Store Income Statement
Year to Date Ending 06/30/2025

$499,116.75 *How much we paid for our inventory (expenses)*

	YTD Sales	Cost of Goods	Gross Profit	Gross Profit Margin	2025 Liquor Expense Budget	2025 Liquor Revenue Budget	Percent of sales +/- to budget
THC Edibles - Off-Sale	$13,587.48	$8,491.23	$5,096.25	37.51%	$10,000.00	$13,000.00	4.32%
THC Beverages - Off-Sale	$10,605.07	$6,603.04	$4,002.03	37.74%	$15,000.00	$20,000.00	-88.59%
Liquor Sales Off-Sale	$156,016.44	$113,236.16	$42,780.28	27.42%	$220,000.00	$330,000.00	-111.52%
Beer Sales Off-Sale	$247,022.14	$189,256.21	$57,765.93	23.38%	$400,000.00	$560,000.00	-126.70%
Wine Sales Off-Sale	$22,596.85	$13,445.34	$9,151.51	40.50%	$35,000.00	$50,000.00	-121.27%
Other Sales On/Off-Sale	$8,831.02	$7,044.72	$1,786.30	20.23%	$7,800.00	$25,750.00	-191.59%
Liquor Sales On-Sale	$59,677.68	$11,485.77	$48,191.91	80.75%	$0.00	$135,000.00	-126.22%
Beer Sales On-Sale	$81,090.18	$15,654.82	$65,435.36	80.69%	$0.00	$170,000.00	-109.64%
Wine Sales On-Sale	$972.91	$345.26	$627.65	64.51%	$0.00	$2,000.00	-105.57%
Clothing	$3,131.33	$1,031.32	$2,100.01	67.06%	$5,000.00	$5,100.00	-62.87%
Soft Drinks On Sale	$15,479.20	$5,987.65	$9,491.55	61.32%	$17,000.00	$30,000.00	-93.81%
Food Sales	$209,567.89	$114,440.87	$95,127.02	45.39%	$220,000.00	$400,000.00	-90.87%
Total	**$828,578.19**	**$487,022.39**	**$341,555.80**	**41.22%**	**$929,800.00**	**$1,740,850.00**	**-52.40%**

cost of our inventory

Less Operating Expense	**2025 YTD**	**Budget**	**Remaining**
Wages FT	$125,692.45	$243,327.49	$117,635.04
FT Overtime	$359.51	$1,500.00	$1,140.49
Wages PT	$51,998.24	$108,405.55	$56,407.31
PERA	$15,274.98	$26,096.34	$10,821.36
FICA	$16,106.85	$26,907.57	$10,800.72
Health Insurance	$32,355.66	$64,944.73	$32,589.07
Office Supplies	$25.64	$900.00	$874.36
Electricity	$9,215.35	$20,000.00	$10,784.65
Heating Fuel	$2,822.51	$10,000.00	$7,177.49
Computer Supplies	$32.95	$750.00	$717.05
Training and Instruction	$0.00	$700.00	$700.00
Operating & Bar Supplies	$7,900.52	$10,000.00	$2,099.48
Cleaning Supplies	$0.00	$0.00	$0.00
Bar Supply	$0.00	$0.00	$0.00
Building Repair Supplies	$0.00	$0.00	$0.00
Mix Expense	$7,087.28	$16,000.00	$8,912.72
Auditing /Acct'g Services	$6,500.00	$6,500.00	$0.00
Other Professional Services- *Cleaning & Vestis Services*	$11,406.89	$25,000.00	$13,593.11
Website Development	$474.00	$948.00	$474.00
Telephone	$1,138.87	$2,266.80	$1,127.93
Postage	$1,071.35	$1,000.00	($71.35)
Cable Television	$1,110.90	$2,141.88	$1,030.98
Internet Access	$469.70	$1,019.40	$549.70
Advertising	$0.00	$500.00	$500.00
Travel Expense	$424.72	$300.00	($124.72)
Freight	$3,304.07	$6,000.00	$2,695.93
Legal Fees	$0.00	$0.00	$0.00
Promotions/Entertainment	$3,013.20	$7,500.00	$4,486.80
Legal Notices	$0.00	$0.00	$0.00
Liability Insurance	$1,988.82	$5,369.91	$3,381.09
Property Insurance	$3,779.50	$8,169.42	$4,389.92
Dram Shop/Liquor Liability	$3,292.00	$3,500.00	$208.00
Other Insurance	$0.00	$0.00	$0.00
Work Comp	$8,581.12	$13,902.24	$5,321.12
Unemployment	$0.00	$500.00	$500.00
Water Utility	$1,361.71	$3,100.00	$1,738.29
Garbage Disposal	$4,003.96	$8,000.00	$3,996.04
Catering Expense	$0.00	$0.00	$0.00
Repairs & Maintenance	$0.00	$0.00	$0.00
Repairs/Maintenance Building	$4,727.51	$12,000.00	$7,272.49
Uncollectable Checks	$49.39	$200.00	$150.61
Dues and Subscriptions	$2,542.80	$4,500.00	$1,957.20
Bank Service Charges	$22,393.54	$40,000.00	$17,606.46
Furniture & Fixtures	$388.43	$0.00	($388.43)
Office Equip & Furnishings -	$598.00	$3,123.36	$2,525.36
Improvements Other than Buildings -	$11,204.23	$30,000.00	$18,795.77
Building & Structures	$0.00	$0.00	$0.00
Medical Fees	$0.00	$0.00	$0.00
Assessment	$1,001.59	$974.75	($26.84)
Obligation Debt - Remodel/Addition - Principal	$30,000.00	$30,000.00	$0.00
Obligation Debt - Remodel/Addition - Interest	$10,015.00	$10,015.00	$0.00
Other Equipment - Message board debt & copier lease	$8,759.13	$7,153.75	($1,605.38)
Total Operating Expense	**$412,472.37**	**$763,216.19**	**$350,743.82**

Inventory Expense	**$12,094.36**
NET INCOME OR LOSS	**($83,010.93)** *(gross profit - expenses)*

Other Expenses

Donations	***$3,050.00*** *2025 Budget - $6,000.00*
Capital Outlay	$0.00
Unemployment Paid	$0.00
Cash Short	$438.48
Employer CPF contribution - Union Contract - Liquor P	$109.31
Misc. Expense	$0.00
Total Other Expenses	**$3,597.79**

Other Income

Reimbursements (NSF)	$2,425.25
Rent Income	***$12,250.15***
Vending Income	$1,614.35
Interest	$1,509.51
Catering Revenue	$0.00
Bank Service Fees Charged to customers	$10,448.56
Transfer from Liquor Rent Fund	***$15,000.00***
Cash Over	$4.33
Total Other Income	**$43,252.15**

Gross Profit Before Transfers	**($43,356.57)**
Transfer to General Fund & Other Funds	**$15,000.00** *2025 Transfer total budget City wide = $78,500*
Net Profit After Inventory Exp & Transfers	**($58,356.57)**

Inventory On-Hand at 1/1/2025 after inventory total	$101,588.00
Inventory On-Hand at 6/30/2025	$120,202.84
Difference	$18,614.84

YTD 4-year Sales Comparison Ending 6/30/2025

	2022	2023	2024	2025	% of Increase from 2024-2025
Off-Sale THC Edibles	$0.00	$0.00	$2,351.65	$13,587.48	477.78%
Off-Sale THC Beverages	$0.00	$0.00	$8,595.90	$10,605.07	23.37%
Off -Sale Liquor	$150,254.00	$154,115.79	$152,237.57	$156,016.44	2.48%
Off-Sale Beer	$252,322.62	$256,779.38	$241,230.58	$247,022.14	2.40%
Off -Sale Wine	$24,174.18	$22,273.12	$23,878.58	$22,596.85	-5.37%
Total Off-Sale	$426,750.80	$433,168.29	$428,294.28	$449,827.98	5.03%
On-Sale Liquor	$71,781.39	$69,944.43	$67,169.83	$59,677.68	-11.15%
On-Sale Beer	$91,467.10	$81,408.20	$81,841.97	$81,090.18	-0.92%
On-Sale Wine	$1,326.01	$837.02	$981.30	$972.91	-0.85%
Total On-Sale	$164,574.50	$152,189.65	$149,993.10	$141,740.77	-5.50%
Total On and Off Sale	**$591,325.30**	**$585,357.94**	**$578,287.38**	**$591,568.75**	**2.30%**
Total Food Sales	$146,436.80	$158,233.34	$197,188.06	$209,567.89	6.28%
s Liquor Store Sales Comparison	$782,527.51	$792,547.32	$838,743.53	$871,830.34	3.94%

2025 Blackduck DMV Office Income Statement

Year to date Revenue thru 6/30/2025

	2025 DMV Sales	2025 DNR Sales	2025 Total Office Sales	Previous Year Total Office Sales	Percentage to Previous Year	DMV Office Retain	DNR Office Retain	Remit to DMV State	Remit to DNR State	2025 Net Office Revenue	2025 YTD DMV Expenses	2025 YTD Net Profit	Previous Year Net Profit	Comparative +/-%
January	$60,771.52	$9,184.40	$69,955.92	$61,440.47	12.17%	$3,603.53	$582.50	$57,167.99	$8,601.90	$4,186.03	$2,128.23	$2,057.80	$2,683.82	-30.42%
February	$91,085.30	$6,622.90	$97,708.20	$86,249.08	11.73%	$4,809.00	$623.00	$86,276.30	$5,999.90	$5,432.00	$2,155.28	$3,276.72	$3,362.07	-2.60%
March	$100,386.73	$3,358.70	$103,745.43	$52,909.67	49.00%	$5,406.21	$353.50	$94,980.52	$3,005.20	$5,759.71	$2,168.26	$3,591.45	$3,180.52	11.44%
April	$74,815.84	$4,857.10	$79,672.94	$62,558.89	21.48%	$4,359.00	$388.50	$70,456.84	$4,468.60	$4,747.50	$1,805.07	$2,942.43	$2,774.69	5.70%
May	$86,441.50	$11,329.20	$97,770.70	$67,346.18	31.12%	$5,059.00	$947.50	$81,382.50	$10,381.70	$6,006.50	$1,674.58	$4,331.92	$3,804.38	12.18%
June	$50,039.91	$4,431.60	$54,471.51	$57,223.87	-5.05%	$3,808.00	$468.00	$46,231.91	$3,963.60	$4,276.00	$3,360.91	$915.09	$2,771.17	-202.83%
July														
August														
September														
October														
November														
December														
Year To Date:	$463,540.80	$39,783.90	$503,324.70	$387,728.16	22.97%	$27,044.74	$3,363.00	$436,496.06	$36,420.90	$30,407.74	$13,292.33	$17,115.41	$18,576.65	-8.54%

General Fund
Year to Date Income Statement thru 06/30/2025

General Fund Revenues - *thru 6/30/25*		2025 YTD	2025 Budget	Remaining
Property Taxs	*included tax settlement received 7/7/25*	$222,021.19	$377,146.00	$155,124.81
LGA		$30,448.85	$323,855.00	$293,406.15
State, County, Federal Aid -		$0.00	$55,371.00	$55,371.00
Fire Protection		$102,357.45	$102,357.46	$0.01
Other - fines, interest, licenses, insurance proceeds,interfund transfers, etc.		$11,224.51	$15,854.00	$4,629.49
Charges for Service - *includes DMV & DNR*		$46,301.50	$58,000.00	$11,698.50
Transfers in		$15,000.00	$65,000.00	$50,000.00
Total General Fund Revenues		**$427,353.50**	**$997,583.46**	**$570,229.96**

General Fund Expenditures - By Department - *through 6/30/25*	2025 YTD	2025 Budget	Remaining
City Council	$1,421.38	$16,450.00	$15,028.62
Admininstration-	$115,952.28	$193,867.35	$77,915.07
Planning & Zoning	$0.00	$2,000.00	$2,000.00
Government Bldgs	$9,418.86	$16,737.91	$7,319.05
Police Department -	$94,726.82	$285,525.27	$190,798.45
Fire Department	$40,777.68	$121,175.00	$80,397.32
Street Department	$98,301.45	$242,144.92	$143,843.47
Street Lighting	$6,024.81	$24,000.00	$17,975.19
License Center - DMV	$13,359.93	$25,863.03	$12,503.10
Parks - Wayside Rest	$12,212.38	$34,696.38	$22,484.00
Library	$15,152.62	$35,124.01	$19,971.39
Total General Fund Expenditures	**$407,348.21**	**$997,583.87**	**$590,235.66**
Net Difference	**$20,005.29**		

MINNESOTA Lawful Gambling

LG216 Worksheet for Calculating Lawful Gambling Monthly Rent

Organization Name: **Blackduck Fire Relief**

Licence Number: **01944**

Site Name: **POND**

Site Number: **001**

(Use one worksheet for each site. If lease changes, use new worksheet)

Booth Operation Rent

1 List the % to be paid for paper pull-tabs, tipboards, paddletickets, electronic pull-tabs and electronic linked bingo conducted by the organization's employees — 1 _____

Bar Operation Rent

2 List the % to be paid for paper pull-tabs, tipboards and paddletickets conducted by the lessor or lessor's employees — 2 **20.00%**

3 List the % to be paid for electronic pull-tabs and electronic linked bingo conducted the lessor or lessor's employees — 3 **15.00%**

A	B1	B2	C1	C2	D	E1	E2	F	G	H
	Booth Operation		Bar Operation		Rent Limit	Bar Operation Electronic Games		Total Rent	Bar Operation	
Month and Year	Multiply the total of this month's net receipts from paper pull-tabs, electronic pull-tabs, electronic linked bingo, tipboards, and paddletickets by the amount in Box 1.		Multiply the total of this month's net receipts from paper pull-tabs, tipboards, and paddletickets by the amount in Box 2.		If an amount was entered, in Col B, enter the sum of Cols B and C up to a max of $1750. If Col B is blank, enter Col C.	Multiply the total of this month's net receipts from, electronic pull-tabs and electronic linked bingo by the amount in Box 3.		Add Columns D and E. Report amount on Schedule A, line 22h	Enter cash short for games sold from bar-op. Report amount on Sched A, line 22m. in month the Col H is paid.	Subtract Col G from Col F. This is the amount of rent to be paid. The amount is not reported on Sched A.
5/2025			6534.00	1306.80	1306.80	5496.10	824.42	2131.22	(149.75)	1981.47

1 This amount may not exceed 10%
2 Enter no more than 10% if paper or electronic pull-tabs, tipboards, paddletickets (other then paddlewheel without a table once weekly), or electronic linked bingo games are conducted by the organization's employees. Otherwise, enter no more than 20%.
3 This amount may not exceed 15%.
4 Electronic pull-tab rent is based on the receipts incurred during the month, and not on when each pull-tab deal is closed.
5 If the amount in Column H is negative, contact your compliance specialist.

KASTDbooks

CITY OF BLACKDUCK

Payments

Current Period: June 2025

Payment Batch CCPMT06232025 $1,957.50

Refer	1063 *CARDMEMBER SERVICE -DEERW*	Ck# 014784 6/23/2025				
Cash Payment	E 101-41400-384 Refuse/Garbage Disposa	Business Card Holder - Christina Regas				$82.36
Invoice						
Cash Payment	E 101-41400-433 Dues and Subscriptions	Business Card Holder - Christina Regas				$8.95
Invoice						
Cash Payment	E 101-41400-210 Operating Supplies (GEN	Business Card Holder - Christina Regas				$10.68
Invoice						
Transaction Date	6/23/2025	DW Checking	10100	**Total**		$101.99
Refer	1064 *CARDMEMBER SERVICE -DEERW*	Ck# 014784 6/23/2025				
Cash Payment	E 101-43100-321 Telephone	Business Credit Card Holder - Mike Schwanke				$1.99
Invoice						
Cash Payment	E 602-43200-402 Repairs/Maint Structures	Business Credit Card Holder - Mike Schwanke				$114.96
Invoice						
Cash Payment	E 101-43100-235 Personal Protective Equi	Business Credit Card Holder - Mike Schwanke				$67.87
Invoice						
Cash Payment	E 209-45183-404 Repairs/Maint Machinery	Business Credit Card Holder - Mike Schwanke				$248.61
Invoice						
Transaction Date	6/23/2025	DW Checking	10100	**Total**		$433.43
Refer	1065 *CARDMEMBER SERVICE -DEERW*	Ck# 014784 6/23/2025				
Cash Payment	E 101-42110-212 Motor Fuels	Business Card Holder - Police Chief				$54.80
Invoice						
Cash Payment	E 101-42110-401 Repairs/Maint Buildings	Business Card Holder - Police Chief				$35.63
Invoice						
Cash Payment	E 101-42110-401 Repairs/Maint Buildings	Business Card Holder - Police Chief				$54.48
Invoice						
Transaction Date	6/23/2025	DW Checking	10100	**Total**		$144.91
Refer	1068 *CARDMEMBER SERVICE -DEERW*	Ck# 014784 6/23/2025				
Cash Payment	E 613-49830-271 Golf Accessories for Res	Business Credit Card Holder - Misty Frenzel				$70.00
Invoice						
Cash Payment	E 613-49830-210 Operating Supplies (GEN	Business Credit Card Holder - Misty Frenzel				$255.96
Invoice						
Cash Payment	E 613-49830-271 Golf Accessories for Res	Business Credit Card Holder - Misty Frenzel				$242.62
Invoice						
Cash Payment	E 613-49830-210 Operating Supplies (GEN	Business Credit Card Holder - Misty Frenzel				$23.83
Invoice						
Cash Payment	E 613-49830-210 Operating Supplies (GEN	Business Credit Card Holder - Misty Frenzel				$6.97
Invoice						
Cash Payment	E 613-49830-271 Golf Accessories for Res	Business Credit Card Holder - Misty Frenzel				$52.19
Invoice						
Cash Payment	E 613-49830-340 Advertising	Business Credit Card Holder - Misty Frenzel				$113.91
Invoice						
Cash Payment	E 613-49830-210 Operating Supplies (GEN	Business Credit Card Holder - Misty Frenzel				$102.92
Invoice						
Cash Payment	E 613-49830-271 Golf Accessories for Res	Business Credit Card Holder - Misty Frenzel				$408.77
Invoice						
Transaction Date	6/23/2025	DW Checking	10100	**Total**		$1,277.17

CITY OF BLACKDUCK

Payments

Current Period: June 2025

Fund Summary

	10100 DW Checking
101 GENERAL FUND	$316.76
209 PINE TREE PARK FUND	$248.61
602 SEWER FUND	$114.96
613 GOLF COURSE	$1,277.17
	$1,957.50

Pre-Written Checks	$1,957.50
Checks to be Generated by the Computer	$0.00
Total	$1,957.50

CITY OF BLACKDUCK

Transaction Activity COB Payrolls - June 2025

	Search Name	Amount	Check Nbr	EFT	Tran Name	Check/Receipt Date	Period Name	Batch Name
2025								
	INTERNAL REVENUE SERVICE	$0.00	004709	Yes	Cash Payment	06/17/25	June	pr13.1liabs
	INTERNAL REVENUE SERVICE	$571.94	004709	Yes	Cash Payment	06/17/25	June	pr13.1liabs
	NORTHWEST SERVICE COOP	$8,553.60	004704	Yes	Cash Payment	06/17/25	June	NWSCoop 062025
	RANGE CREDIT BUREAU	$170.66	014779	No	Cash Payment	06/17/25	June	PR13LIABS061720
	CENTRAL PENSION FUND	$605.50	014776	No	Cash Payment	06/17/25	June	PR13LIABS061720
	MN CHILD SUPPORT PAY CTR	$25.00	014778	No	Cash Payment	06/17/25	June	PR13LIABS061720
	DEERWOOD BANK	$3,283.37	014777	No	Cash Payment	06/17/25	June	PR13LIABS061720
	NATIONWIDE	$346.05	004701	Yes	Cash Payment	06/17/25	June	PR13LIABS061720
	MN DEPT OF REVENUE	$1,720.02	004700	Yes	Cash Payment	06/17/25	June	PR13LIABS061720
	INTERNAL REVENUE SERVICE	$2,488.73	004699	Yes	Cash Payment	06/17/25	June	PR13LIABS061720
	INTERNAL REVENUE SERVICE	$6,717.66	004699	Yes	Cash Payment	06/17/25	June	PR13LIABS061720
	PERA	$5,652.03	004698	Yes	Cash Payment	06/17/25	June	PR13LIABS061720
2025		$30,134.56						
		$30,134.56						

CITY OF BLACKDUCK

Transaction Activity COB Payrolls - June 2025

	Search Name	Amount	Check Nbr	EFT	Tran Name	Check/Receipt Date	Period Name	Batch Name
2025								
	DELTA DENTAL	$408.84	004703	Yes	Cash Payment	06/17/25	June	DeltaD062025
2025		$408.84						
		$408.84						

CITY OF BLACKDUCK

Transaction Activity COB Payrolls - June 2025

	Search Name	Amount	Check Nbr	EFT	Tran Name	Check/Receipt Date	Period Name	Batch Name
2025								
	MN DEPT OF REVENUE	$85.99	004690	Yes	Cash Payment	06/03/25	June	supprLIAB12.1060
	INTERNAL REVENUE SERVICE	$907.40	004689	Yes	Cash Payment	06/03/25	June	supprLIAB12.1060
	INTERNAL REVENUE SERVICE	$208.69	004689	Yes	Cash Payment	06/03/25	June	supprLIAB12.1060
2025		$1,202.08						
		$1,202.08						

CITY OF BLACKDUCK

Transaction Activity COB Payrolls - June 2025

	Search Name	Amount	Check Nbr	EFT	Tran Name	Check/Receipt Date	Period Name
2025							
	LINCOLN NATIONAL LIFE	$595.81	004713	Yes	Cash Payment	06/26/25	June
2025		$595.81					
		$595.81					

Batch Name
LinLIfe062025

Final Council Approval for the Following

Part-time Volunteer Employees:

Name:	Position:	Date of Hire:	Wage:
Andrew Richards	Part-time Patrol Officer	07/01/2025	$25.75

CITY OF BLACKDUCK

Payments

Current Period: June 2025

Payment Batch NWOODSSUPP062525 $560.03

Refer	26 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-404 Repairs/Maint Machinery	GOLF COURSE				$1.07
Invoice	2505-134205	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$1.07
Refer	27 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-406 Maintenance Course Pro	GOLF COURSE				$105.82
Invoice	2505-134905	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$105.82
Refer	28 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-406 Maintenance Course Pro	GOLF COURSE				$155.42
Invoice	2505-135761	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$155.42
Refer	29 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-406 Maintenance Course Pro	GOLF COURSE				$30.20
Invoice	2505-137031	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$30.20
Refer	30 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-210 Operating Supplies (GEN	GOLF COURSE				$80.61
Invoice	2505-134447	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$80.61
Refer	31 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-406 Maintenance Course Pro	GOLF COURSE				$29.78
Invoice	2505-134971	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$29.78
Refer	32 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-210 Operating Supplies (GEN	GOLF COURSE				$46.41
Invoice	2505-136468	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$46.41
Refer	33 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 613-49830-406 Maintenance Course Pro	GOLF COURSE				$9.71
Invoice	2505-137054	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$9.71
Refer	34 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 609-49750-210 Operating Supplies (GEN	THE POND				$35.61
Invoice	2505-135806	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$35.61
Refer	35 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 209-45183-401 Repairs/Maint Buildings	PINE TREE PARK				$49.43
Invoice	2505-133733	5/30/2025				
Transaction Date	6/25/2025	DW Checking	10100	**Total**		$49.43
Refer	36 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025				
Cash Payment	E 209-45183-211 Cleaning Supplies	PINE TREE PARK				$11.99
Invoice	2505-134266	5/30/2025				

CITY OF BLACKDUCK

Payments

Current Period: June 2025

Transaction Date	6/25/2025	DW Checking	10100	**Total**	$11.99
Refer	37 *NORTHWOODS LUMBER CO*	Ck# 014787 6/25/2025			
Cash Payment	E 209-45183-210 Operating Supplies (GEN	PINE TREE PARK			$3.98
Invoice	2505-134747	5/30/2025			
Transaction Date	6/25/2025	DW Checking	10100	**Total**	$3.98

Fund Summary

	10100 DW Checking
209 PINE TREE PARK FUND	$65.40
609 MUNICIPAL LIQUOR FUND	$35.61
613 GOLF COURSE	$459.02
	$560.03

Pre-Written Checks	$560.03
Checks to be Generated by the Computer	$0.00
Total	$560.03

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Hello,

We're processing your order. Next, you should receive an order confirmation when it's confirmed.

Note: a Premier account is required to review additional details or check order status.

Order details

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Thank you for choosing Dell Technologies.

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DELL Technologies

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Pricing Summary

	Qty	Unit Price	Discounted Unit Price	Subtotal
1. Pro Slim Plus (SFF) - u7|16|512 No WiFi	**1**	**$2,213.85**	**$980.74**	**$980.74**
Premier discount		- $1,233.11		
2. Dell UltraSharp 38 Monitor - U3824DW	**1**	**$1,662.49**	**$1,172.06**	**$1,172.06**
Premier discount		- $490.43		

Subtotal:	**$2,152.80**
Shipping:	**$0.00**
Estimated Tax:	**$0.00**
Total (USD):	**$2,152.80**

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Shipping Method:
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Product Details

			Qty	Unit Price	Subtotal
1.		**Pro Slim Plus (SFF) - u7|16|512 No WiFi (210-BPPM)** Q&,$&N",$<&(&(?>==KZJ`KZZZ>==	1	$980.74	$980.74

Module	Description	Product Code	SKU	Qty
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, , `+) N - &, *	; " , , +#') - 3 , , W) N - &, *		^ ; [ZLA2	=KJ`TTeh	?
F$&+ 3Y" &# , - : #$&	; " YN\W) - , , `+) `(- &,		^ [RXQ2 A	Z@`TTbb	?
; $#g " & , - : #$&' D, \WH	; " , , +#') - 3; $#g " & N - &, F$3$(#$, D)W#$5&-#$, ; \W+) (3 , $, H		^ @Y 2 N; =	BBB`TTLQ	?
Q: #') - 3Y" &# V", ! 3$*	; " , , +#') - 3Y" &#		^] bh M>	Z@`TNae	?
/	; " b$, $& 3Q&, $&		^ EF ?@K	=Z>` N2 2	?
, , +#') - 3 F#' & 5$ G$0+{$*; ` V $, + N - &, U$ - , $&	; " V $, + N - &, U$ - , $&		^] Ja?GC	=A@TTeV	?
U - +, N")) $(#0-#	; Q U \W		^ hB2 >C/	K?A`TTT;	?
Q: $& #) 5 F' *#$6 M+) 5! - 5$ Y - (i | R) 53* 14b&$) (14F: -) +# 14T& _0+) Y" &# 5! $*$		^ M=CKV	C?@TTYG	?
Q: #'(- 3F" %g - &$; | " N' 7$&W) i V $, + F! -#$ R** $) #+ 3'		^ VLCJ^ Y	C=J`TTTL	?
Z#! F#' & 5$	; " , , +#') - 3e - &, G&0$		^ AK>haU	Z>?` ; e	?
, , +#') - 3=.Bj e GG F#' & 5$	; " , , +#') - 3e - &, G&0$		^ AK>haU	Z>?` ; e	?
=&, F#' & 5$	; " , , +#') - 3e - &, G&0$		^ AK>haU	Z>?` ; e	?
/ 1$&6 - 3 Y - , \F(&$g | ; ") $		^ 2 VabZN	=Z>` bV 2	?
e - &, G&0$ N - 73$* -), T&, (i $#	; " N - , , '		^ [; ^ b/ =	BAB`TTah	?
F#) , - &, e - &, g - &$ F! : : " &# F$&0+{$	= X$ - &Y&' F! : : " &#; $S#T! *+) $** G - ' Q) *+#$ F$&0+{$ - %&$&$6 "#$, + 5) "* ≠ g+#! e] ` F] F! : : " &#		^ LUAaN?	@K@=ZZ@A?A` KAKZ4A?A`KA@A4A?A` KK>J	?
V +{&' *" %&Q%&$	(#0-#$ X"! &V +{&' *" %&=CB b" & => G - ' / &+ 3		^ eaE@C	C=>` TT/	?
; ") `V +{&' *" %& : : 3(-#') F" %g - &$	G$3 3Y&' F36 Y3 * 2 TF?JB>		^ ?2 U= >	CBK`Tb[a	?
e" 6 $ -), F6 - 3T! *+) $** F$(! &# *" 3 #') *	; " -) #+0+&! * *" %g - &$		^ GZa?@F	CB>` V	?
Q: $& #) 5 F' *#$6 U$(" 0$& Q: #') *	QF`] +), " g * V $, + ; "#W(3 , $,		^ M @Q2 ?	CJ>` M]	?
] +), " g * ! #' Y-3 #	; " ! #' Y-3 #		^ XRQJ Y	=Z>`NaFf	?
RS#$&) - 3 F: $- i $&'	; " RS#$&) - 3F: $- i $&		^ / ; VARJ	K?A`TTTN	?
, , +#') - 3 , , ` W) N - &,	; " , , +#') - 3 , , W) N - &, *		^ ; [ZLA2	=KJ`TTeh	?

		Qty	Unit Price	Subtotal
2.	 **Dell UltraSharp 38 Monitor - U3824DW (210-BHSM)** Q&, $&N" , $<! =KJZ, g*-:	1	$1,172.06	$1,172.06

Module	Description	Product Code	SKU	Qty
G$3E3&F1-& =KN! &0$, EFT`N e! 7 V") #&` E=KJ	G$3E3&F1-& =KN! &0$, EFT`N e! 7 V") #&` E=KJZG] 4@B.JB(6 D=A.BjH4F: i&	^ > E=[h	J?>`TeFV	?
F#), -& e-&g-&$ F!::"&#F$80+($	=X T-*+ e-&g-&$ F$80+($ g+#1 , 0-)($, RS(1-)5$-%&&$6"#$, +5)"*#	^ ?R=T] Y	KZK`>?>C4KZK`>??J	?

; $$, e$3 l

] $k&$ 1$&$ #-)*g$&-)' "%"!&Q&, $&F!::"&# !$*#")*. N")#(#E*.

NQ; ; RN/] We GRMM<

Terms of Sale

/ 1=2!"#$g-&4=9N!*#6$&=*!$*-:!&(1-*$"&,$&%&#1$!"#$, =#6*#1-#=-((($:#$, 7' F!::3&4(")*#=#$-(")#&,(#7$#g$$) #1$$)##=#5*!=)5#1=2!"#$ D&F!::3&8H-), #1$ $)##=#g1"6 #1=2!"#$g-*=*!$, D&N!*#6$8HE)3$** "#1$g=*$*#=#$, 1$8$=)4:&(=)5=#0-3; %&#1-&=, -*!*6 #1$, -#$"%#1=2!"#$. 3:&, !(#4:&(=)54-), "#1$& =)%86-#=)=7-*$, ") #1$3#$*#=)%86-#=)-0-&73$-), =*!7Q(## (1-)5$%&-)' &$-*")4=)(3, =)57!#)"#36=#$, # #&9%-6:"*$, 7' 5"0$8)6$)#-!#1"&#6*. F!::3&& &*$80$* #1$ &61## (-)($3#1=2!"#$-), N!*#6$&:!&(1-*$"&,$&-&=)5%&6:&(=)5$8&&. /-S$*-), \"&%&-61#(1-85$* 3=#$, ") #1=2!"#$-8$")3$*#6-#$*./1$%)-3-6"!)#*1-337$*#=#$, ") #1$ 8&3$0-)#=)0"($. , , ##)-3%&-61#(1-85$* g-&37$-::3&, =N!*#6$&8$!$*# $S.$, =#$, *1+:=)5.Y3$-*$=), (-=#$-)' #S$S$6:#=)*##*")'"!&:!&(1-*$"&,$&-), *$), '"!&#S$S$6:#=)($8#%(-#$#/-SmG$:-&86$)#P, $3&("6 "& UF-3$*/-SP $6(.("64-*-::3(-73$.

Governing Terms</1=2!"#$=*!7Q(##<D H-*$:-&#$g&##$)-5&$$6$)#7$#g$$) N!*#6$&"&N!*#6$&1-%&=#$-), F!::3&&"&-F!::3&&'-%&=#$#1$$S#$)##1-##$S:&8**3-::3&*#1$:&,!(#-), \"&*$80+($*=)1=#2!"#$"&4=#1$$S#$)##1$&8=#)"*!(1-5&$$6$)#1=#1$-::3(-73$*$#"%G$3#1/$86*"%F-3$D0-&73$-# ggg., $3&("6 \#&86*"&ggg., $3&("6 \"$6#&86*H4"&%&(3!, \-*`-`F$80+($"%&=)5*4#1$-::3(-73$(3!, #&86*"%$80+($D=$)#%6, ") #1$Q%&F:$(=%(/$86*&$%&8$)($, 7$3'gH=-), D7H#1$#&86*&$%&8$)($, 1$&=)D"3$(#0$34#1$8\"0$&)=)5/$86*9H G=%&8$)#^"0$&)=)5/$86*6-'-::3#, =%&8$)#:&,!(#-), *$80+($*")#1=2!"#$.-1$^"0$&)=)5/$86*-::3#1$$S(3*=)"%3=#&86*-), ("), =#)*=)("&"&=#, =)"&&$%&8$, #=)-', ("!6$)#1=#)*!76=#$, 7' N!*#6$&=#F!::3&&

Supplier Software Licenses and Services Descriptions<N!*#6$&1!*$"%)'F!::3&&*"%g-&$=*!7Q(##1$3(=)*$=#&86*-(("6:-)'=)5#1$*"%g-&$4"&=)1$-7*$)($"%-(("6:-)'=)5=#&86*4#1$-::3(-73$=#&86*:"*=#$, ") ggg.G$3&("6\$!3. G$*(&=#)*-), =#&86*%&F!::3&&7&), $, *#), -&*$80+($*-&$*=#=#$, -# ggg., $3&("6*$80+($(")=#&(#\537-3"&%&($&=)=%&*=#&(#&$:&,!(#-#ggg., $3&6(."6\$)'!*\(!*#6$&*$80+($*\:&,!(#g-&&)#`-), `*$80+($`, $*(&=#)*.1#6.

Offer-Specific, Third Party and Program Specific Terms<N!*#6$&1!*$"%1-&, `:-&=*"%g-&$=*!7Q(##1$3(=)*$=#&86*#1-#-(("6:-)'1$*"%g-&$.N$&=)F!::3&&7&), $, -), 1-&, `:-&=:&,!(#-), *$80+($*3=#$, ") 1=#2!"#$-&$*!7Q(##-, , =#)-3(*:$(=%(=#&86*"*=#$, ") ggg., $3&("6\"%&=)5*:$(=%(=#&86*D&Q%&F:$(=%(/$86*9H

In case of Resale only<F1"!3 N!*#6$&:&(!&$-)':&,!(#"&*$80+($*%&&$*-3$4g1$#1$&") *#), -3)$7-*=#"&-*:-&="%*"3=#)4N!*#6$&*1-3=)(3, $1$$-::3(-73$ *"%g-&$3(=)*$=#&86*4*$80+($*=#&86*4-), \"&"%&*:$(=%(=#&86*=)-g&=#$)-5&$$6$)#g=#1=#1$$), !*$&-), :&0+$g&=#$) $0+$)($"%")=5*"!:") &$(=+#"%&$!$*#%&6 F!::3&&

In case of Financing only<V%N!*#6$&=#$), *=#$)=&=)#-%)-)(=)5-&)5$6$)#D&b=)-)(=)5 5&$$6$)#&H%&=#1$:&,!(#-), \"&*$80+($*")=#2!"#$g=#1G$3&b=)-)(=3F$80+($*MVN"&"=#1$&%), =)5*"!&($:&$`-::&0$, 7' F!::3&&D&bF9H4N!*#6$&6-'=*!$=#:!&(1-*$"&,$&=#F!::3&&"&=#bF.V%#*!$, # bF4F!::3&&g-&3%3%&-), =)0"+($bF!:") (")%&6-#=)1=-#=D HbF=)=$), *=#$)=&=)#-b=)-)(=)5 5&$$6$)#g=#1N!*#6$&%&=#*"&,$&p-), D7HbF-5&$$*=#:&(!&$=#1$*$-=&6*=)=#1$"&=#$&=#=)7Q(##=#1$-::3(-73$5"0$&)=)5-5&$$6$)#7$#g$$) N!*#6$&-), F!::3&&4$S(:##1-=#=#$*1-3=#&)*%&%&6F!::3&&=#bF=)*=#&-, "%=#N!*#6$&V%bF)*#%&*F!::3&&-%&&*1+6$)##1-=#N!*#6$&=#)"3)5$&:!&(!=)5-b=)-)(=)5 5&$$6$)#%&=#1$*$=#&6*4"&-%N!*#6$&%&-3=#$)=&=)#*!(1b=)-)(=)5 5&$$6$)#g=#1=)?J>, -'*-%&*1+6$)#7' F!::3&&4N!*#6$&*1-3=&6:=#:-'=#1$F!::3&&=)0"+($-6"!)#, -&(=#=#F!::3&&

N!*#6$&&:&*$)#=#1-=#=#&)*-(#), "$*)"#=)0"3D$<D H!*$"%E.F.^"0$&)6$)#%), *pD7H!*$7' "&&*-3$=#=#1$E.F.^"0$&)6$)#p"&D(H6-=)=#$)-)($-), *!::"&#"%=#1$:&,!(=#D H3=#$, =)=#=#, "(!6$)#g=#1=)(3**-%6, *:-(($*.N!*#6$&%&=#1$&&:&*$)#=#1-=#=#&)*-(#), "$*)"=#&!-&$F!::3&&1("6:3+)($g=#1-)'*#=#&48&5!3#)"&=)%&6-#)=#(1)"3'5'*#), -&, -::3(-73$#-E.F.^"0$&)6$)#:&(!&6$)#

b"&($&=)=:&,!(#*1+:$, =#$), !*$&=)N-3%&)+4-F=#&R)0=&)6$)#3b$$g-&37$-::3&, =#N!*#6$&1=)0"+($.F!::3&&$)("!&5*(!*#6$&=#, =:"*$"%3(=&)+($!+6$)#:&:$&8.

R3$(=&)+(-3!3=)i$, =#&86*-), , $*(&=#)*-&$-0-&73$=)1-&(":'!:") &$!$*#

Delta Dental of Minnesota
Attn: Delta Dental Connect
500 Washington Ave. South, Ste. 2060
Minneapolis, MN 55415

June 1, 2025

Christina Regas
City of Blackduck
8 Summit Ave E
Blackduck, MN 56630

RE: Dental Plan Contract Renewal
Renewal Period: September 1, 2025-August 31, 2026, Client Number: 702900

Dear Christina Regas,

Thank you for choosing Delta Dental of Minnesota. We are pleased to be your partner in your employees' wellness. As the nation's leading dental benefits provider, we know that good oral health is crucial to overall health. City of Blackduck's contract is scheduled to renew on September 1, 2025. We have completed a comprehensive review of your dental plan premiums and are pleased to offer your contract renewal with the rates below:

Rates per subscriber per month	Current Rate(s) September 1, 2024 through August 31, 2025	Renewal Rate(s) September 1, 2025 through August 31, 2026
Subscriber only	$33.12	$36.27
Subscriber and spouse	$63.53	$69.57
Subscriber and child(ren)	$77.64	$85.02
Subscriber, spouse and child(ren)	$121.72	$133.28

We consider your payment of the new rates as consent to renew your Delta Dental contract. Renewal of your contract is based on the assumption that your group continues to meet Delta Dental's underwriting guidelines. Because this is a prepaid dental benefits program, your group's first payment at these rates will be September 1, 2025.

When your dental plan renews, your plan will now pay out of network services at a level similar to our in-network dentists. Dental plan members who utilize an out of network provider may notice a reduction to the reimbursement for some covered procedures. Member questions related to future dental coverage and claims may be directed to our Customer Service team at 800-448-3815.

No action is required from you at this time unless you wish to change or cancel your coverage. We can administer many different plan designs and offer a comprehensive analysis of how any changes would affect your rates. Benefit changes can be effective at your renewal, but you must request them no later than thirty (30) days prior to your plan's renewal date.

Delta Dental appreciates your ongoing business, and we look forward to continuing our commitment to excellent service and quality dental benefits for you and your employees. If you have any questions, please contact Sara A Anderson or the Delta Dental Connect Team at 1-800-906-5250, DeltaDentalConnect@DeltaDentalMN.org.

Sincerely,

Tom Bellamy
Senior Vice President, Chief Sales and Retention Officer
Delta Dental of Minnesota

Stephanie A. Albert
Assistant Secretary

Copy: Delta Dental Connect
Sara A Anderson, Sara A Anderson Agency Inc

June 2025 Property Tax Statement
Received 07/7/2025

	Cnty Code	FUND	DESCRIPTION	AMOUNT	SPEC ASSES #	SUBTOTALS:		
R/P	1	101-31000	Gen Prop Tax	$203,434.41				
	42	309-31000	89 GO Bond Prop Tax	$0.00				
	29	309-31000	94 GO Bond Prop Tax	$0.00				
	33	101-36100	98 GO Bond Prop Tax	$0.00				
	34	309-31000	99 GO Bond Prop Tax	$0.00				
		306-31000	2000 GO Bond Prop Tax	$0.00				
	39	307-31000	2006 GO Bond Prop Tax	$6.73				
	42	309-31000	2009 GO Bond Prop Tax	$325.10				
	41	613-31000	2012 Refunding Golf Prop Tax	$14.80				
	27	613-31000	Equipm Cert Prop Tax	$14.54				
	45	311-31000	Industrial Lane	$0.00		$233,150.67		
	45	210-31000	Blackduck HRA	$4,344.96	10108 Cash Account			
	47	314-31000	2014 Go Bond Prop Tax	$5,074.00				
	49	381-31000	2023A Go Bond Prop Tax	$12,874.78				
	50	382-31000	2023B Go Bond Prop Tax	$2,218.71				
	51	331-31000	2024A Go Equipment Bond Tax	$4,842.64				
M	1	101-31030	Mobile Home Tax Credit	$217.02			307 Tax	$11.40
	42	309-31030	89 GO Bond MHTC	$0.00			307 Spec	#REF!
	29	309-31030	94 GO Bond MHTC	$0.00				
	33	101-31030	98 GO Bond MHTC	$0.00			309 Tax	$337.17
	34	309-31030	99 GO Bond MHTC	$0.00			309 Spec	
		306-31030	2000 GO Bond MHTC	$0.00				
	39	307-31030	2006 GO Bond MHTC	$4.67			314 Tax	$5,079.91
	42	309-31030	2009 GO Bond MHTC	$12.07			314 Spec	$0.00
	45	311-31030	Industrial Lane	$0.00		$261.82		
	41	613-31030	2012 Refunding Golf Prop Tax	$1.29				
	27	613-31030	Equipm Cert Prop Tax	$1.84				
	45	210-31000	Blackduck HRA	$4.40	10108 Cash Account		376 Tax	$9,778.82
	47	314-31030	2014 Go Bond	$5.91			376 Spec	$0.00
	49	381-31030	2023A Go Bond Prop Tax	$12.48				
	50	382-31030	2023B Go Bond Prop Tax	$2.14			613 Tax	$32.47
OTHER	1	101-31900	Pen&Int Del Tax	$66.99				
	1	101-31000	Gen Prop Tax (Excess TIF)	$27.16				
	39	307-31000	2006 GO Bond (Excess TIF)	$0.00			Front/Pine	325 Spec $3,549.23
	42	309-31000	2009 GO Bond Prop Tax (Excess	$0.00				
	45	311-31000	Industrial Lane (Excess TIF)	$0.00		$94.15	Sewer	317 Spec $3,468.83
	41	613-31000	Golf Equip Certificate	$0.00			Water	320 Spec $6,024.40
	27	613-31000	Golf 2012 Refunding	$0.00				
	45	210-31000	Blackduck HRA	$0.00	10108 Cash Account		2023A	381 $12,887.26
	47	314-31000	2014 Go Bond (Excess TIF)	$0.00			2023B	382 $2,220.85
TIFF		376-31050	Tax Increments	$9,778.82	Blackduck Housing	$233,506.64		
SPEC ASSES		101-36100	Special Assessments	$0.00	8116, 8118			
		101-36100	98 Spec. Assessments	$0.00	8101, 8102			
		314-36100	2014 Spec. Assessments	$0.00	8126			
		314-31900	2014 Pen & Int	$0.00	8126			
		325-36100	2018 Spec. Frontage/Pine	$3,168.95	8127	$14,648.77		
		325-31900	2018 Pen & Int Frontage/Pine	$380.28	8127			
		320-36100	2018 Spec. Summit/Main	$4,734.68	8128	63.46%	$7,460.89	
		320-31900	2018 Pen & Int Summit/Main	$1,289.72	8128			
		317-36100	2018 Spec. Summit/Main	$2,726.21	8128	36.54%		
		317-31900	2018 Pen & Int Summit/Main	$742.62	8128		$2,032.34	
		101-31900	Penalties & Interest	$61.73				
		101-31900	98 Pen & Int	$11.96				
		101-31050	Excess TIF	$1,532.62				
		309-31900	99 Pen & Int	$0.00				
		601-37160	Water Pen & Int	$0.00	8199			
		101-34000	Charges for Services	$0.00				
		602-37200	Sewer Sales	$0.00	8199			
		601-37100	Water Sales	$0.00	8199			
		101-31000	Stale Dated Tax Payment:	$0.00				
			GRAND TOTAL:	$257,934.23		$257,934.23		

041 - 2012 Refunding for 613
027 = Equip Cert. for 613

045 = HRA - Fund 210

BELTRAMI COUNTY, MN
REMITTANCE ADVICE REPORT
COLLECTED THROUGH 05/31/2025 FOR CHECK DATE 05/31/2025

AUTHORITY: 010200 CITY OF BLACKDUCK

ROLL	TAX TYPE		TOTAL	2025	2024	2023	2022	2021	2020	ALL PRIOR
GRAND TOTAL			257,934.23	248,456.02	8,768.95	558.63	0.00	0.00	0.00	150.63
AMOUNT OF CHECK			✓257,934.23							
M	NET TCAP	001 GENERAL REVENUE (Fund 101)	✓217.02	0.00	181.00	6.63	0.00	0.00	0.00	29.39
		027 EQUIPMENT CERT 613	✓1.84	0.00	0.00	0.22	0.00	0.00	0.00	1.62
		039 2006 IMPROVEMENT FUI 307	✓4.67	0.00	0.00	0.00	0.00	0.00	0.00	4.67
		041 2012 GO REFUNDING 613	✓1.29	0.00	0.00	0.23	0.00	0.00	0.00	1.06
		042 2009 A REFUNDING 309	✓12.07	0.00	8.46	0.36	0.00	0.00	0.00	3.25
10108		045 INDUSTRIAL LN INTRA 210	✓4.40	0.00	4.22	0.15	0.00	0.00	0.00	0.03
		047 2014A DISP SYS BOND 314	✓5.91	0.00	4.42	0.19	0.00	0.00	0.00	1.30
		049 2023A GO BOND 381	✓12.48	0.00	12.48	0.00	0.00	0.00	0.00	0.00
		050 2023B GO BOND 382	✓2.14	0.00	2.14	0.00	0.00	0.00	0.00	0.00
		TOTAL NET TCAP	✓261.82	0.00	212.72	7.78	0.00	0.00	0.00	41.32
	TOTAL M	001 GENERAL REVENUE	217.02	0.00	181.00	6.63	0.00	0.00	0.00	29.39
		027 EQUIPMENT CERT	1.84	0.00	0.00	0.22	0.00	0.00	0.00	1.62
		039 2006 IMPROVEMENT FUI	4.67	0.00	0.00	0.00	0.00	0.00	0.00	4.67
		041 2012 GO REFUNDING	1.29	0.00	0.00	0.23	0.00	0.00	0.00	1.06
		042 2009 A REFUNDING	12.07	0.00	8.46	0.36	0.00	0.00	0.00	3.25
		045 INDUSTRIAL LN INTRA	4.40	0.00	4.22	0.15	0.00	0.00	0.00	0.03
		047 2014A DISP SYS BOND	5.91	0.00	4.42	0.19	0.00	0.00	0.00	1.30
		049 2023A GO BOND	12.48	0.00	12.48	0.00	0.00	0.00	0.00	0.00
		050 2023B GO BOND	2.14	0.00	2.14	0.00	0.00	0.00	0.00	0.00
		TOTAL M	261.82	0.00	212.72	7.78	0.00	0.00	0.00	41.32
R/P	NET TCAP	001 GENERAL REVENUE 101	✓203,434.41	196,371.17	6,585.49	435.84	0.00	0.00	0.00	41.91
		027 EQUIPMENT CERT 613	✓14.54	0.00	0.00	14.54	0.00	0.00	0.00	0.00
		039 2006 IMPROVEMENT FUI 307	✓6.73	0.00	0.00	0.00	0.00	0.00	0.00	6.73
		041 2012 GO REFUNDING 613	✓14.80	0.00	0.00	14.80	0.00	0.00	0.00	0.00
		042 2009 A REFUNDING 309	✓325.10	0.00	297.58	23.84	0.00	0.00	0.00	3.68
1018		045 BLACKDUCK HRA LEVY 210	✓4,344.96	4,185.04	149.78	10.14	0.00	0.00	0.00	0.00
		047 2014A DISP SYS BOND 314	✓5,074.00	4,904.18	155.29	12.48	0.00	0.00	0.00	2.05
		049 2023A GO BOND 381	✓12,874.78	12,434.09	440.69	0.00	0.00	0.00	0.00	0.00
		050 2023B GO BOND 382	✓2,218.71	2,142.76	75.95	0.00	0.00	0.00	0.00	0.00
new →		051 2024A GO EQUIPMENT I 321	✓4,842.64	4,842.64	0.00	0.00	0.00	0.00	0.00	0.00
		TOTAL NET TCAP	✓233,150.67	224,879.88	7,704.78	511.64	0.00	0.00	0.00	54.37
	TOTAL R/P	001 GENERAL REVENUE	203,434.41	196,371.17	6,585.49	435.84	0.00	0.00	0.00	41.91
		027 EQUIPMENT CERT	14.54	0.00	0.00	14.54	0.00	0.00	0.00	0.00
		039 2006 IMPROVEMENT FUI	6.73	0.00	0.00	0.00	0.00	0.00	0.00	6.73
		041 2012 GO REFUNDING	14.80	0.00	0.00	14.80	0.00	0.00	0.00	0.00
		042 2009 A REFUNDING	325.10	0.00	297.58	23.84	0.00	0.00	0.00	3.68
		045 BLACKDUCK HRA LEVY	4,344.96	4,185.04	149.78	10.14	0.00	0.00	0.00	0.00
		047 2014A DISP SYS BOND	5,074.00	4,904.18	155.29	12.48	0.00	0.00	0.00	2.05
		049 2023A GO BOND	12,874.78	12,434.09	440.69	0.00	0.00	0.00	0.00	0.00

AUTHORITY: 010200 CITY OF BLACKDUCK

ROLL	TAX TYPE		TOTAL	2025	2024	2023	2022	2021	2020	ALL PRIOR
R/P	TOTAL R/P	050 2023B GO BOND	2,218.71	2,142.76	75.95	0.00	0.00	0.00	0.00	0.00
		051 2024A GO EQUIPMENT :	4,842.64	4,842.64	0.00	0.00	0.00	0.00	0.00	0.00
		TOTAL R/P	233,150.67	224,879.88	7,704.78	511.64	0.00	0.00	0.00	54.37
OTHER	INTEREST	R/P 10	66.99	0.00	0.00	33.85	0.00	0.00	0.00	33.14
	INTEREST	M 10	27.16	0.00	0.00	5.36	0.00	0.00	0.00	21.80
	TOTAL OTHER	TOTAL OTHER	94.15	0.00	0.00	39.21	0.00	0.00	0.00	54.94
TIF	NET TIF TAX	0012 BLACKDUCK HOUSING	9,778.82	9,778.82	0.00	0.00	0.00	0.00	0.00	0.00
		TOTAL NET TIF TAX	9,778.82	9,778.82	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TIF	0012 BLACKDUCK HOUSING	9,778.82	9,778.82	0.00	0.00	0.00	0.00	0.00	0.00
		TOTAL TIF 376	9,778.82	9,778.82	0.00	0.00	0.00	0.00	0.00	0.00
SPECIAL	SPECIAL	81270 FRONTAGE RD AND P: 325	3,549.23	3,549.23	0.00	0.00	0.00	0.00	0.00	0.00
		81280 SUMMIT AVE W & MA 317/320	9,493.23	8,715.47	777.76	0.00	0.00	0.00	0.00	0.00
		TOTAL SPECIAL	13,042.46	12,264.70	777.76	0.00	0.00	0.00	0.00	0.00
	PENALTY		61.73	0.00	61.73	0.00	0.00	0.00	0.00	0.00
	INTEREST		11.96	0.00	11.96	0.00	0.00	0.00	0.00	0.00
		TOTAL SPECIAL	13,116.15	12,264.70	851.45	0.00	0.00	0.00	0.00	0.00
R/P	EXTIF		1,532.62	1,532.62	0.00	0.00	0.00	0.00	0.00	0.00
		TOTAL EXTIF 10	1,532.62	1,532.62	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL R/P	TOTAL R/P	1,532.62	1,532.62	0.00	0.00	0.00	0.00	0.00	0.00

BELTRAMI COUNTY, MN - 2024 - 010200
SPECIAL ASSESSMENT DISTRIBUTION REPORT
COLLECTED FROM 01/01/2025 TO 05/31/2025 FOR CHECK DATE 05/31/2025

PROJECT: 81270 - FRONTAGE RD AND PINE AVE

AUTH	ASMT YEAR	PARCEL ID	OWNER NAME	SA BASE PRINCIPAL	SA BASE INTEREST	SA FEES	DELQ PENALTY	DELQ INTEREST	TOTAL
010200	2024	810032401	CITY OF BLACKDUCK	1,116.68	134.00				1,250.68
010200	2024	810037300	CITY OF BLACKDUCK	539.22	64.71				603.93
010200	2024	810037400	CITY OF BLACKDUCK	152.48	18.30				170.78
010200	2024	810037401	LEEVERS FOODS PARTNERSHIP LLP	205.16	24.62				229.78
010200	2024	810037500	LEEVERS FOODS PARTNERSHIP LLP	609.20	73.10				682.30
010200	2024	810048800	SCOTT A GRENNELL	140.67	16.88				157.55
010200	2024	810049100	CARL L ADAMS JR	202.97	24.36				227.33
010200	2024	810049200	CITY OF BLACKDUCK	202.57	24.31				226.88
010200	**2024**	**AUTHORITY YEAR TOTAL**		**3,168.95**	**380.28**				**3,549.23**
010200 AUTHORITY TOTAL				**3,168.95**	**380.28**				**3,549.23**
81270 PROJECT TOTAL				**3,168.95**	**380.28**				**3,549.23**

BELTRAMI COUNTY, MN - 2024 - 010200
SPECIAL ASSESSMENT DISTRIBUTION REPORT
COLLECTED FROM 01/01/2025 TO 05/31/2025 FOR CHECK DATE 05/31/2025

PROJECT: 81280 - SUMMIT AVE W & MAIN ST N

AUTH	ASMT YEAR	PARCEL ID	OWNER NAME	SA BASE PRINCIPAL	SA BASE INTEREST	SA FEES	DELQ PENALTY	DELQ INTEREST	TOTAL
010200	2023	810001601	TOWN'S EDGE LLC	261.88	78.57		36.78	5.03	382.26
010200	2023	810032900	MICHEAL D POLLARD	249.37	74.81		22.69	4.62	351.49
010200	2023	810033300	SAMANTHA NICOLE CLAUSEN	87.03	26.10		2.26	2.31	117.70
010200	**2023**	**AUTHORITY YEAR TOTAL**		**598.28**	**179.48**		**61.73**	**11.96**	**851.45**
010200	2024	810024400	MIDWEST MINNESOTA COMMUNITY	254.56	68.73				323.29
010200	2024	810024700	CHERRY BRANDS	254.56	68.73				323.29
010200	2024	810028000	BLACKDUCK DEVELOPMENT CORP	254.56	68.73				323.29
010200	2024	810032401	CITY OF BLACKDUCK	509.12	137.46				646.58
010200	2024	810032500	EVANGELICAL LUTHERAN	254.56	68.73				323.29
010200	2024	810033100	MARLENA R POPE	254.56	68.73				323.29
010200	2024	810033300	SAMANTHA NICOLE CLAUSEN	179.89	48.56				228.45
010200	2024	810033400	ADAM KOLB	254.56	68.73				323.29
010200	2024	810033600	ROBERT KEITH SMITH TRUSTEE	254.56	68.73				323.29
010200	2024	810033800	MIDWEST MINNESOTA COMMUNITY	254.56	68.73				323.29
010200	2024	810034100	DONAVAN TAYLOR	254.56	68.73				323.29
010200	2024	810034200	DWIGHT A KETTERLING	254.56	68.73				323.29
010200	2024	810034300	CLIFFORD HANSON	254.56	68.73				323.29
010200	2024	810034700	DANIEL D HARDING	254.56	68.73				323.29
010200	2024	810036200	JUSTIN E VERNLUND	254.56	68.73				323.29
010200	2024	810036300	ERIK VAN MURRAY	254.56	68.73				323.29
010200	2024	810036500	ALEX C SKARET	254.56	68.73				323.29
010200	2024	810036600	AMATA J MOLNAR	254.56	68.73				323.29
010200	2024	810036700	MOLLIE A OLSON	254.56	68.73				323.29
010200	2024	810037900	MCKENZIE ADAMS INVESTMENTS LLC	509.12	137.46				646.58
010200	2024	810038000	MCKENZIE ADAMS INVESTMENTS LLC	763.68	205.19				969.87
010200	2024	810038500	PATRICK TJEPKES	64.16	17.32				81.48
010200	2024	810038600	MISTY R ARMSTRONG	254.56	68.73				323.29
010200	2024	810039400	KRISTINE A KRUETH	254.56	68.73				323.29
010200	**2024**	**AUTHORITY YEAR TOTAL**		**5,862.61**	**1,852.86**				**8,715.47**
010200 AUTHORITY TOTAL				**7,460.89**	**2,032.34**		**61.73**	**11.96**	**9,566.92**
81280 PROJECT TOTAL				**7,460.89**	**2,032.34**		**61.73**	**11.96**	**9,566.92**

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June 23, 2025

Office of the Minnesota State Auditor, OSA
MN State Auditor Blaha
525 Park Street, Suite 500
St. Paul, MN 55103

RE: City of Blackduck 2024 Financial Audit Deadline Extension Request

Dear Auditor Blaha,

On behalf of the City Council of the City of Blackduck, this letter is to formally request an extension on the deadline for the 2024 Financial Audit for the City of Blackduck. The City formally requests this extension due to the following unforeseen reasons:

- The City of Blackduck contracted with a new auditor, and the first year audit is taking longer than a typical audit will.
- The Audit Company, Clifton Larson Allen LLP, had a key member of their team out ill for a couple of months this spring and are behind in their review process for the audits and are unable to issue the report by June 30, 2025.

The City of Blackduck has been advised by their independent auditors the estimated time frame for completion will be July 31, 2025 or sooner.

Please consider this request as the City of Blackduck has historically had a timely submission of the financial audits in previous years. Please provide feedback to City Administrator Christina Regas at christina.regas@blackduckmn.com and Mayor Maxwell Gullette at Maxwell.gullette@blackduckmn.com or call City Hall at 218-835-4803.

Best Regards,

Christina Regas
City Administrator
City of Blackduck

CC: City Council of the City of Blackduck, Troy Gabler, CPA CLA

From: OSA GID
To: Christina Regas
Cc: "Gabler, Troy"; Knopik, Christopher G.; Maxwell Gullette
Subject: Re: 2024 Financial Audit Deadline Extension Request - City of Blackduck
Date: Wednesday, June 25, 2025 3:40:12 PM
Attachments: Outlook-tlcnm4do.png

[EXTERNAL]
Dear City Administrator Christina Regas,

Thank you for your email and letter providing an explanation as to why an extension is requested. We can provide a 45-day extension. Therefore, the 2024 Audit, Reporting Form, and related documents will be due August 15, 2025. If the information is completed before August 15, 2025, we ask that you please submit it at that time. We hope this helps.

Sincerely,

Kathy Docter, CPA, CFE
Director, Government Information Division
Office of the State Auditor
(651) 297-3682

From: Christina Regas <Christina.Regas@blackduckmn.com>
Sent: Monday, June 23, 2025 12:12 PM
To: OSA GID <gid@osa.state.mn.us>
Cc: 'Gabler, Troy' <Troy.Gabler@claconnect.com>; Knopik, Christopher G. <Christopher.Knopik@claconnect.com>; Maxwell Gullette <Maxwell.Gullette@blackduckmn.com>
Subject: 2024 Financial Audit Deadline Extension Request - City of Blackduck

Good morning Auditor Blaha,

On behalf of the City Council of the City of Blackduck, please see attached letter regarding the deadline for the 2024 Financial Audit Submission.

Best Regards,

Christina Regas
City Administrator
City of Blackduck Minnesota

Christina.regas@blackduckmn.com
218-835-4803

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8 summit Ave. NE, PO Box 380, Blackduck, MN 56630-0380

June 30, 2025

Ms. Trudi Witkowski
Minnesota Department of Health
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975
trudi.witkowski@state.mn.us

Dear Ms. Witkowski:

Re: Blackduck Wellhead Protection Plan, Part II

The City of Blackduck has completed the process of developing a Wellhead Protection Plan for its drinking water supply wells. This plan includes establishing Wellhead Protection Areas, assigning Drinking Water Supply Management Areas, and completing vulnerability assessments. The Department of Health approved this portion of the Plan previously.

At this time, the City of Blackduck formally requests that the Minnesota Department of Health review the Wellhead Protection Plan, Part II, for approval as required by the Minnesota Wellhead Protection Rule (part 4720.5360). The City of Blackduck has reviewed the plan and approved it as part of a Public Hearing and Council Meeting on May 19, 2025. Please see the resolution showing City Council acceptance of the Plan and proof of the Public Hearing notice publishing enclosed.

We thank you for your assistance and look forward to hearing from you.

Sincerely,

Mike Schwanke
City of Blackduck Public Works Superintendent

Cc: Michael Schwanke – City of Blackduck
Dan Disrud – MDH
Tim Ramerth – Widseth
Brian Ross – Widseth
Duncan Widman – Widseth

Enclosures: LGU Public Hearing Letter
Public Notice Record
City of Blackduck Approval Resolution
WHP Plan Part II

Blackduck
A GREAT PLACE FOR FAMILIES
8 Summit Ave. NE, PO Box 380, Blackduck, MN 56630-0380

Date: February 21, 2025

To: Brent Rud, Director, Beltrami County Environmental Services
Beltrami County Soil and Water Conservation District Board
Bill Rabe, Supervisor, Hines Township
Arne Wick, Area Hydrologist, Department of Natural Resources
Christopher Parthun, Planner, Minnesota Department of Health, Bemidji District Office

From: Michael Schwanke, City of Blackduck Public Works Director

Re: Amended Wellhead Protection Plan for the City of Blackduck, Part 2

The City of Blackduck is in the process of developing an amended wellhead protection plan for its drinking water supply wells. Enclosed for your review and comment is the completed amended wellhead protection plan, Part 2, draft for this system as required in the Minnesota Wellhead Protection Rule (part 4720.5350, subparts 1-3). This portion of the plan includes information pertaining to:

1. The inventory of potential contaminants of concern within the drinking water supply management area;
2. The data that was considered in this portion of the plan;
3. Issues, problems, and concerns within the drinking water supply management area;
4. Goals, objectives, and action strategies to address the issues and concerns within the drinking water supply management area;
5. A plan evaluation strategy; and
6. A contingency strategy in the event of water system disruption.

Your comments on this portion of the plan will be accepted through the 60-day comment period. Please send your written comments to Michael Schwanke at the City of Blackduck, 8 Summit Ave NE by April 22, 2025.

Consistent with the Wellhead Protection Rule (part 4720.5350, subpart 4), a Public Hearing has been scheduled on May 05, 2025 for 6:00 pm at the Blackduck City Hall at the address below to discuss issues and address all comments related to the enclosed document.

We look forward to your participation.

Sincerely,

Michael Schwanke
Public Works Director

cc: Trudi Witkowski, Minnesota Department of Health (letter only)

From: Duncan Widman
Sent: Monday, April 28, 2025 8:31 AM
To: jeffwhines@gmail.com; Brent Rud; Wick, Arne (DNR); Parthun, Chris (MDH)
Cc: Michael Schwanke; trudi.witkowski@state.mn.us; maxwell.gullette@blackduckmn.com; Brian Ross; Tim Ramerth; Caleb Strandlie
Subject: RE: Duncan Widman shared a file with you

Good Morning Everyone,

I am sending this on behalf of the City of Blackduck as the Wellhead Protection Plan consultant for the City. The date of the Public Hearing for the Wellhead Protection Plan has been changed to Monday, May 19, at 6:00 PM at Blackduck City Hall, 8 Summit Ave NE.

The purpose of the public hearing is to: 1) make landowners aware of proposed management strategies that may affect their property, 2) provide the public with information regarding the level of protection needed for the public water supply wells, and 3) solicit comments regarding potential contaminant sources or conflicting land uses which may impact the public water supply wells.

Let us know if you have any questions.

Thank You,

Duncan Widman, GIT
Environmental Scientist
218-316-3626
7804 Industrial Park Road
Baxter, MN 56425

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Widseth.com

50 Best Places to Work (*Prairie Business Magazine,* 2024)

From: Duncan Widman
Sent: Friday, February 21, 2025 2:01 PM
To: jeffwhines@gmail.com; Brent Rud <brent.rud@co.beltrami.mn.us>; Wick, Arne (DNR) <Arne.Wick@state.mn.us>; Parthun, Chris (MDH) <chris.parthun@state.mn.us>
Cc: Michael Schwanke <Michael.Schwanke@blackduckmn.com>; trudi.witkowski@state.mn.us; maxwell.gullette@blackduckmn.com; Brian Ross <Brian.Ross@widseth.com>; Tim Ramerth <Tim.Ramerth@widseth.com>; Caleb Strandlie <Caleb.Strandlie@widseth.com>
Subject: Duncan Widman shared a file with you

Good Afternoon Everyone,

Attached you will find a letter of transmittal to the LGUs from the City of Blackduck regarding the City's Wellhead Protection Plan (WHP). Below is a link to the City's WHP for your review.

Here's a OneDrive link to DRAFT 02-21-25 - City of Blackduck WHP Plan Part II.pdf.

Please respond with any comments you may have by April 22, 2025.

Let us know if you have any questions.

Thank You,

Duncan Widman, GIT
Environmental Scientist
218-316-3626
7804 Industrial Park Road
Baxter, MN 56425



Widseth.com

50 Best Places to Work (*Prairie Business Magazine*, 2024)

Column

INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **The American** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(701) 561-0669**.

Notice ID: ACU8V0L1DB2LZpBlRJH4 | **Proof Updated: Apr. 30, 2025 at 09:16am CDT**
Notice Name: Wellhead PP second notice

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Christina Regas	The American
christina.regas@blackduckmn.com	
(218) 835-4803	

Columns Wide: 1

Ad Class: Legals

Total Column Inches: 1.39

Number of Lines: 14

05/03/2025: General Public Notice	9.73

Subtotal	$9.73
Tax	$0.00
Processing Fee	$0.00
Total	**$9.73**

The City of Blackduck has developed a wellhead protection plan for its drinking water supply wells. Consistent with the Wellhead Protection Rule (part 4720.5350, subpart 4), a Public Hearing will be held on May 19, 2025 at 6:00 PM at Blackduck City Hall, 8 Summit Ave NE, Blackduck, MN to discuss comments provided from local units of government and solicit comments from the public. A copy of the Wellhead Protection Plan is available at city hall for review. (May. 3, 2025)

CITY OF BLACKDUCK
RESOLUTION NO: 2025-08

RESOLUTION APPROVING THE DRAFT PLAN OF THE AMENDED WELLHEAD PROTECTION PLAN, PART 2 FOR THE CITY OF BLACKDUCK MINNESOTA

WHEREAS, the City of Blackduck is in the process of developing an amended wellhead protection plan for its drinking water supply wells, and

AND WHEREAS, the City of Blackduck has provided for review and comment a completed amended wellhead protection plan, Part 2, draft for this system as required in the Minnesota Wellhead Protection Rule, and

AND WHEREAS, the City of Blackduck has included in the draft plan information pertaining to:

1. The inventory of potential contaminants of concern within the drinking water supply management area;
2. The data that was considered in this portion of the plan;
3. Issues, problems, and concerns within the drinking water supply management area;
4. Goals, objectives, and action strategies to address the issues and concerns within the drinking water supply management area;
5. A plan evaluation strategy; and
6. A contingency strategy in the event of water system disruption.

AND WHEREAS, the City of Blackduck has provided the required 60-day comment period and held a Public Hearing on May 19, 2025 to discuss issues and address all comments related to the draft,

THEREFORE BE IT RESOLVED, that the City of Blackduck does approve the draft of the amended wellhead protection plan and authorizes the plan be provided to Minnesota Department of Health for review.

Adopted by the City Council this 9th day of June 2025.

Maxwell Gullette, Mayor

Christina Regas, City Administrator

WELLHEAD PROTECTION PLAN

PART II

FOR THE

CITY OF BLACKDUCK

DRAFT
June 30, 2025

This document presents the Wellhead Protection (WHP) plan for the City of Blackduck that will help provide for an adequate and safe drinking water supply for community residents. It contains both parts of the plan, of which Part one, which is in Appendix II, consists of the 1) delineation of the wellhead protection area, 2) delineation of the drinking water supply management area, and 3) the assessments of well and drinking water supply management area vulnerability. Part one was approved by the Minnesota Department of Health (MDH) before the second part of the plan was prepared. The second part describes the measures that the City of Blackduck will take to offset the risk that potential contamination sources present to the public water supply system. When both parts of the plan are approved by the MDH, the City of Blackduck has met all requirements for preparing a wellhead protection plan that are contained in Minnesota Rules Chapter 4720, parts 4720.5100 to 4720.5590.

WHP Plan Manager

Michael Schwanke – City of Blackduck

WHP Team Members

Michael Schwanke – City of Blackduck
Maxwell Gullette – City of Blackduck
Bill Rabe – Hines Township
Brent Rud – Beltrami County Environmental Services &
Beltrami County Soil and Water Conservation District
Arne Wick – MN Department of Natural Resources
Duncan Widman - Widseth

Technical Assistance Provided by

Christopher Parthun – MN Department of Health
Brian Ross – Widseth
Tim Ramerth – Widseth

Local Government Units

City of Blackduck
Hines Township
Beltrami County Environmental Services
Beltrami County Soil and Water Conservation District
MN Department of Natural Resources
MN Department of Health

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Appendix II: WHPA and DWSMA Delineations and Vulnerability Assessments

Appendix III: Potential Contamination Source Inventory

Appendix IV: MDH Scoping II Required Information

Appendix V: Inner Wellhead Management Zone PCSI Reports

Appendix VI: Contingency Strategy

Glossary of Terms

Assimilative Capacity means the ability of the saturated or unsaturated zones of a formation to attenuate the concentrations of contaminants to acceptable levels before they reach the well. An assimilative capacity boundary can be any combination of surface and subsurface geologic materials that results in contaminants not reaching a public water supply well at levels that present a risk to human health.

Drinking Water Supply Management Area (DWSMA) means the surface and subsurface areas surrounding a public water supply well, including the WHP area, that must be managed by the entity identified in the WHP plan. (MR4720.5100, subpart 13). This area is delineated using identifiable landmarks that reflect the scientifically calculated WHPA boundaries as closely as possible.

Emergency Response Area (ERA) means the part of the WHP area that is defined by a one-year time of travel within the aquifer that is used by the public water supply well (MR4720.5250, Subpart 3). It is used to set priorities for managing potential contamination sources within the DWSMA.

Emergency Standby Well means a well that is pumped by a public water supply system only during emergencies such as when an adequate water supply cannot be achieved because one or more primary or seasonal water supply well cannot be used.

Inner Wellhead Management Zone (IWMZ) means the land that is within 200 feet of a public water supply well (MR4720.5100, subpart 19). The public water supplier must manage the IWMZ to help protect it from sources of pathogen sources or chemical contamination that may cause an acute health effect.

Non-point Source Contamination refers to contamination of the drinking water aquifer that is caused by polluted runoff or pollution sources that cannot be attributed to a well-defined origin, e.g., runoff from agricultural fields, feedlots or urban areas.

Point Source Contamination refers to contamination of the drinking water aquifer that is attributed to pollution arising from a well-defined origin, such as discharge from a leaking fuel tank, a solid waste disposal site, or an improperly constructed or sealed well.

Potential Contaminant Source Inventory (PCSI) includes a list of potential human related activity that presents a risk to groundwater quality.

Primary Water Supply (PWS) Well means a well that is regularly pumped by a public water supply system to provide drinking water.

Source Water Protection (SWP) Area includes a description of 1) the area to be protected, 2) potential contamination sources that may impact the source of drinking water, and 3) the susceptibility of the public water supply to potential contamination sources. For the purposes of this delineation report, the SWPA and the DWSMA are the same.

Surface Hydrologic Feature means the portion of the landscape that may 1) contribute recharge to the aquifer over the time of travel value used to define the WHPA or 2) affect the orientation of the groundwater flow field toward the public water supply well. A surface hydrologic feature includes naturally occurring or human-made features where water collects at the land surface and may provide recharge to the groundwater. Examples are

ditches, lakes, mine pits, ponds, rivers, reservoirs, storm sewer outfalls, stormwater collection basins, streams, and wetlands.

Vulnerability refers to the likelihood that one or more contaminants of human origin may enter either 1) a water supply well that is used by the public water supplier or 2) an aquifer that is a source of public drinking water.

Wellhead Protection Area (WHPA) is the surface and subsurface area surrounding a well or well field that supplies a public water system, through which contaminants are likely to move toward and reach the well or well field (Minnesota Statutes, Part 103I.005, subdivision 24).

Wellhead Protection Plan Goal means an overall outcome of implementing the WHP plan, e.g., Providing for a safe and adequate drinking water supply.

Wellhead Protection Measure means a method adopted and implemented by a public water supplier to prevent contamination of a public water supply, and approved by the Minnesota Department of Health under Minnesota Rules parts 4720.5110 to 4720.5590.

Wellhead Protection Plan Objective means a capability that is needed to achieve one or more WHP goals are achieved, e.g., implementing WHP measures to address high priority potential contamination sources within 5 years.

Acronyms

DNR – Minnesota Department of Natural Resources

EPA – United States Environmental Protection Agency

FEMA – Federal Emergency Management Agency

MDH – Minnesota Department of Health

MPCA – Minnesota Pollution Control Agency

PLSS – Public Land Survey System

SWCD – Beltrami County Soil and Water Conservation District

MRWA – Minnesota Rural Water Association

Executive Summary –

This portion of the Wellhead Protection (WHP) Plan for the City of Blackduck includes:

- the results of the PCSI,
- the Potential Contaminant Source Management Strategy,
- the Emergency/Alternative Water Supply Contingency Plan, and
- the Wellhead Protection Program Evaluation Plan

Part I of the WHP Plan presented the 1) delineation of the Wellhead Protection Area (WHPA) and the Drinking ater Supply anagement rea S and the ulnerability assessments for the system's well s and the aquifer within the DWSMA. Part I of the WHP Plan was submitted to the Minnesota Department of Health (MDH) on April 3, 2023 and approved on July 11, 2023. The boundaries of the WHPA/DWSMA are shown on Figure 1.

The **vulnerability assessment for the aquifer within the DWSMA** was performed using available information and indicates that the aquifer used by the system has a LOW VULNERABILITY RATING to contamination. The geologic setting in this area consists of thick layer of clay-rich material overlying the sand and gravel aquifer. This clay-rich material provides natural protection to the sand and gravel aquifer that is utilized by the municipal wells. The main potential sources of contamination in this area are existing and/or abandoned water supply wells that are greater than 140 feet. This information was presented to the WHP Team during the first Team meeting held on December 18, 2024, where the necessary requirements for the content of Part II were outlined and discussed in detail.

The **vulnerability assessment for the public water supply system's well(s)** indicates that the City wells are not vulnerable to contamination because they meet well construction standards, and do not present a pathway for contamination to readily enter the water supply.

The information and data contained in Sections 1-9 of Part II of the WHP Plan summarize the analytical findings of Part I, and support the approaches taken to address potential contamination sources that have been identified as potentially affecting the aquifer used by the public water supply wells. The public is encouraged to focus on Sections 1-9 in order to better understand why a particular management strategy is included in Section 10.

Section 1 introduces the WHP Plan, support that the City would receive from Minnesota state agencies and Beltrami County, as well as the Minnesota Rules that are related.

Section 2 summarizes the municipal wells present in the WHPA and the results of the samples that have been taken from the wells as part of Part I of the WHP Plan.

Section 3, Section 4, and Section 5 address the pertinent data elements include information about the geology, water quality, and water quantity (data included in Appendix I), process used for developing the data presented in Part I of the WHP Plan (included in Appendix II), potential contamination sources located within the IWMZ and DWSMA (more detailed information can be found in Appendix III), required data elements indicated by MDH in the Second Scoping Decision Notice (included in Appendix IV) and the data's degree of reliability, and the findings of potential contamination sources within the IWMZ (included in Appendix V). The data elements and information supplied in Part I of the Plan are based on the assessment the aquifer providing

drinking water for this system has a low vulnerability to contamination. The only concern are water wells that are greater than 140-feet in depth and high capacity wells located within the DWSMA.

Section 6 outlines the authority and support that local, state, and federal governments can utilize to help protect the WHPA.

Section 7 addresses the possible impacts of changes in the physical environment, land use, and water resources could have on the public water supply. No significant land use changes are anticipated to the 286-acre DWSMA within the next ten-year period, and the City of Blackduck has evaluated the support necessary to implement its WHP Plan.

The problems and opportunities concerning land use issues relating to the aquifer, well water, and the DWSMA along with those issues identified at public meetings, are addressed in **Section 8**. The low vulnerability of the a uifer and the excellent uality of water currently produced by the ity's wells result in management concerns addressing all potential contaminants and issues discussed in plan development.

Section 9 lists the drinking water protection goals set forth in this plan. In general, the City would like to maintain or improve on the current drinking water quality and continue to collect data to supplement the existing geologic and hydrogeologic knowledge of the area, such as where all wells and contamination sources are located within the DWSMA in support of future efforts in WHP planning.

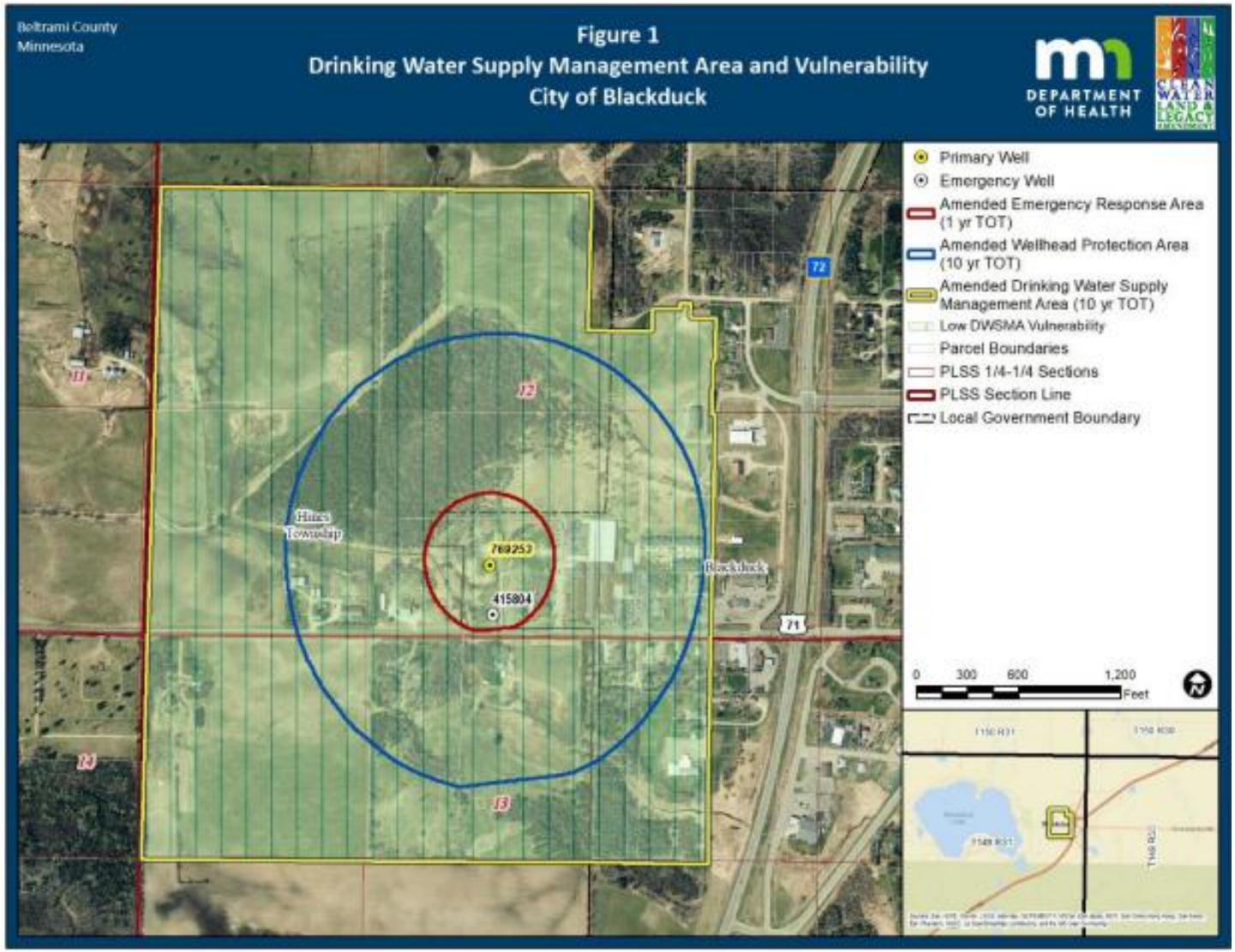
Section 10 addresses the objectives and action plans for managing potential sources of contamination. Actions aimed toward educating the general public about groundwater issues, gathering information about all other wells, managing potential contaminant sources, and collecting data relevant to WHP planning are the general focus.

Section 11 contains a guide to evaluate the implementation of the identified management strategies set forth in Section 10. The WHP program for the City of Blackduck must be evaluated on a biannual basis prior to the ity's budgeting process.

Section 12 references the Water Supply Contingency Plan has been prepared to address the possibility that the water supply system is interrupted due to either emergency situations or drought.

Part II of the WHP Plan was prepared with assistance of several local units of government. A list of the local units of government that provided assistance and/or were notified of the WHP planning process and meetings is included in the beginning of this plan.

Figure 1 – Blackduck DWSMA Boundaries, Groundwater Capture Area, and Vulnerability



1.0 Introduction

The wellhead protection (WHP) plan for the City of Blackduck (City) was prepared in cooperation with the Minnesota Department of Health (MDH). It contains specific actions that the City will take to fulfill WHP requirements for the wells listed in Table 1 that are specified under Minnesota Rules 4720.5510 to 4720.5590. Also, the support that Minnesota state agencies and Beltrami County will provide is presented to identify their roles in protecting the ity's drin ing water supply. The plan is effective for 10 years after the approval date specified by the MDH and the City is responsible for implementing this plan as described in Table 10 of this report. Furthermore, the City must evaluate the status of plan implementation at least every two and one half years.

2.0 Description of the Public Water Supply System

The City is located in Beltrami County in Township (TWP) 149N, Ranges 30W (Summit TWP) and 31W (Hines TWP). The City serves drinking water to approximately 822 residents through 238 service connections. The drinking water supply is obtained from one primary water supply well and an emergency backup well. Table 1 summarizes information regarding these wells. The municipal wells are considered not vulnerable to surface contamination, based on clay-rich materials overlying the sand and gravel aquifer, samples from the primary well lacked detectable tritium, and having a low chloride/bromide ratio. The wells used by the City do meet current State Well Code construction requirements for public water supply wells which means the wells themselves should not provide a pathway for contaminants to enter the aquifer.

Table 1. Municipal Water Supply Well Information

Local Well ID	Unique Number	Use/ Status	Casing Depth (feet)	Well Depth (feet)	Date Constructed/ Reconstructed	Aquifer	Aquifer Vulnerability	Well Vulnerability
Well #8	769253	Primary	190	215	12-01-2008	QBAA *	Low	Not Vulnerable
Well #5	415804	Emergency	161	191	08-23-1985	QBAA *	Low	Not Vulnerable

* Quaternary Buried Artesian Aquifers (QBAA)

Results of Monitoring the Source Water – The water supplied by the City at the time the plan was prepared meets federal and state drinking water standards. A listing of these standards and the related contaminants can be found at the following web site: https://www.epa.gov/ground-water-and-drinking-water/national-primary-drinking-water-regulations. Monitoring results used to verify the vulnerability of the drinking water supply management area (DWSMA) are presented in Table 2.

Table 2. Isotope and Water Quality Results

Unique Number (Well Name)	Tritium	Nitrate (mg/L)	Chloride/ Bromide Ratio	Chloride (mg/L)	Bromide (mg/L)
769253 (Well #8)	<0.8 (11-05-2019)	<0.05 (11-05-2019)	22 (11-05-2019)	1.08 (11-05-2019)	0.0492 (11-05-2019)

3.0 Identification and Assessment of the Data Elements Used to Prepare the Plan

The data elements that are included in this plan document the need for the WHP measures that will be implemented to help protect the water supply from potential sources of contamination. MDH staff met with representatives from the City on two occasions to discuss the data elements that are specified in MR 4720.5400 for preparing a WHP plan. The results of each meeting were communicated by the MDH through a formal scoping decision notice.

The first scoping meeting addressed the data elements that were needed to support the delineation of the wellhead protection area (WHPA), the drinking water supply management area (DWSMA), and the well and DWSMA vulnerability assessments. The second scoping meeting discussed the data elements required to 1) identify potential risks to the public water supply and 2) develop effective management strategies to protect the public water supply (PWS) in relation to the DWSMA vulnerability. Identification of the required data elements and an assessment of the impacts that they have on the 1) the use of the water supply wells, 2) delineation of the WHPA, 3) the quality and quantity of the drinking water supply, and 4) land- and water-use within the DWSMA are presented in Appendix I.

4.0 Delineation of the Wellhead Protection Area and Drinking Water Supply Management Area and Vulnerability Assessments

4.1 WHPA and DWSMA Delineation - A detailed description of the process used for 1) delineating the WHPA and the DWSMA, and 2) preparing the vulnerability assessments of the municipal water supply wells and DWSMA is presented in Appendix II. These items comprise the first part of the WHP plan. In summary, the groundwater capture areas for the well were delineated using a regional groundwater flow model that was refined to reflect local conditions. Detailed information regarding how the delineation and vulnerability assessments were completed are found in Append II. Figure 1 illustrate the delineations.

4.2 Well Vulnerability Assessment - The construction and water quality obtained from each primary well that is used by the Public Water Supplier is included in the assessment of well vulnerability.

The vulnerability of each well was assessed based on 1) well construction details, especially conformance with standards required by the State Well Code, 2) the geologic sensitivity of the aquifer, and 3) past monitoring results. Both City wells do meet construction standards as it was installed after the State Well Code, which suggests the wells themselves will not serve as pathways for contaminants to enter the subsurface. Geologic protection is provided by the clay-rich materials overlying the sand and gravel aquifer, and directly contributes to the low geologic sensitivity rating of the city wells. Well #8 (769253) is not considered vulnerable to contamination due to the lack of detectable tritium in the well water (Table 2). Detectable tritium indicates the presence of young (post-1953) water. This is reinforced by the low chloride concentration and chloride/bromide ratios presented in Table 2. Higher concentration or concentration ratios indicate recent recharge from the surface.

4.3 DWSMA Vulnerability Assessment - The vulnerability of the City's aquifer throughout the DWSMA is based on the geologic sensitivity ratings of wells and their monitoring data (Table 2). Based on this information MDH has assigned a low vulnerability to the DWSMA. This suggests that the clay-rich sediments that overlie the ity's a uifer pre ent water and contaminants from mo ing uic ly from the land surface into the ity's aquifer and implies a time travel of decades or longer. The principal threats to this aquifer are unsealed abandoned wells that penetrate through this clay layer. Such wells are approximately 140 feet or greater in depth in the Blackduck area.

5.0 Inventory of Potential Contamination Sources

Most of the DWSMA is located beyond the city limits and includes a variety of land uses that may impact the source water aquifer. The potential contamination sources that are related to land and water uses were discussed during the second scoping decision meeting by taking into account the DWSMA vulnerability (Appendix II). Generally, all types of land and water uses must be inventoried where the aquifer exhibits a high vulnerability, whereas; only wells, excavations that may reach the aquifer and certain types of EPA Class V wells and storage tanks are likely to impact the moderate vulnerability areas. These relationships between the types of potential contamination sources inventoried, their risks to the wells, and DWSMA vulnerability were specified by MDH in the types of data elements required to prepare this plan.

5.1 Contaminants of Concern – At present, none of the human-caused contaminants for which the Safe Drinking Water Act has established health-based standards is found above maximum allowable levels in the City's water supply, nor are any present at one-half of those levels. While there is no enforceable federal drinking water standard for manganese, the MDH developed guidance values to keep household drinking water safe, which range from 100 micrograms per liter (ug/L) or less to 300 ug/L or less. Manganese occurs naturally in rocks and soil across Minnesota and is often found in samples at Well #8 at a concentration of 26.2 ug/L, which is below MDH guidance values. Iron has been detected in raw water samples at Well #8 at a concentration of 2,300 ug/L (September 23, 2013), exceeding the secondary maximum contaminant level of 300 ug/L. However, Blackduck treats the water for iron, which has resulted in a concentration of 84.10 ug/L in a sample collected on the same date (September 23, 2013).

5.2 Inventory Process - The Wellhead Protection Team conducted the inventory of contaminant sources. Widseth provided the team with a listing of potential contamination sources from state agency databases. The state agency databases that were re iewed the hat's in y eighborhood, an and ea Site Search, MPCA Impaired Waters, DNR Public Waters Inventory, DNR Shoreland Classification, DNR Water Use Data, MDH Minnesota Well Index, USDA Soil Survey, and FEMA 100-Year Flood Maps. The team members provided knowledge about other potential sources that are not addressed under state regulatory programs. This work was accomplished at meetings of Team members.

The inventory began with updating the locations of potential contamination sources in the area that is located within 200 feet of each City well, the inner wellhead management zone (IWMZ). Starting the inventory at the well and proceeding to the farthest limits of the WHPA is needed to address acute (short-term) versus chronic (longer-term) health impacts that contaminant releases present to the public water supply. The closer to the well contamination occurs, the more likely it will reach the well in less time than a contaminant release elsewhere in the WHPA. Then, the inventory was conducted throughout the remainder of the DWSMA with priority given to potential sources that present the greatest a risk to well water quality. The City and the MDH concurred when the extent of the inventory work had achieved the level of detail needed to proceed with developing the goals, objectives, and action items needed to fulfill WHP planning requirements.

5.3 Inventory Results - A more in-depth description of the locations of potential contamination sources is presented in Appendix III. However, the results of the inventory are summarized and are differentiated into sources within the IWMZ (Table 3), point sources (Table 4), and non-point sources/land use (Table 5). The locations of potential contamination were categorized by their location within 1) the IWMZ (see IWMZ reports in Appendix V), 2) the emergency response area (ERA) that is defined by the one-year capture area for a well, and 3) the remainder of the DWSMA. Generally, the DWSMA is comprised of wetlands, cultivated lands, pasture/hay, commercial business, and residential homes.

Table 3. Potential Contamination Sources and Assigned Risk for the IWMZs

Source Type	Potential Contaminant Source	Number	Assigned Risk
Well #8 (769253)	Buried Sewer Lines	1	Low
	Water Treatment Basin w/ Direct Sewer Connection	1	Low
	Wastewater Treatment Unit Tank	1	Low
	Hazardous Substance Tank Exceeding 56 Gal. or 100 lbs.	1	Low
Well #5 (415804)	Buried Sewer Lines	1	Low
	Ordinary High Water Table	1	Low
	Monitoring Well	1	High

Table 4. Point Sources of Potential Contaminants and Assigned Management Priority

Potential Contamination Source Category	**Total Number**	**Quantity within ERA (Priority Assigned)**	**Quantity Within Remainder of the DWSMA (Priority Assigned)**
Wells (Public Supply)	2	2 (Low)	0 (N/A)
Private Well	6	1 (Medium)	5 (Medium)

Table 5. Non-Point Sources of Potential Contaminants/Land Use and Assigned Management Priority

Land Use Category	**Acres Within DWSMA**	**Percentage Within DWSMA**	**Acres and Percentage Within ERA**	**Management Priority (H, M, L)**
Wetlands	101.92	35.56	4.33	L
Cultivated Lands	83.31	29.06	0	L
Pasture/Hay	32.78	11.43	0	L
Commercial	31.62	11.03	6.95	L
Residential	29.79	10.39	0	L
Woods	7.27	2.53	0	L
Total	286.69	100	11.28	

*Some lumping of categories occurred to help summarize the land cover data.

high management priority indicates greatest ris to the ity's water supply and management measures for high priority point or non-point potential sources should be implemented within the first eight years of plan implementation. WHP measures for the other potential sources should be implemented within 10 years of plan implementation. he will consider the ity's plan to be substantially implemented when all management measures for high priority source are being implemented.

6.0 Existing Authority and Support Provided by Local, State, and Federal Governments

The City will have to rely upon partnerships formed with local units of government, state agencies, and federal agencies with regulatory controls or resource management programs in place to help implement its WHP plan. Generally, local programs are directed toward specific types of potential contamination sources or types of land use that may impact a public water supply well. The level of support that a local, state, and federal agency can provide to help offset the risk that is presented by a potential contamination source will depend upon its legal authority as well as the resources that are available to local governments.

6.1 Existing Controls of the Public Water Supplier

The City has a zoning ordinance with the ability to apply conditional use permits. The City currently has an ordinance that requires properties that are zoned as residential to connect to municipal utilities where they are provided or are reasonably close in the opinion of the City Engineer. All other properties shall then be designed and constructed so as to facilitate future connection to the municipal system. The City does have a floodplain ordinance.

6.2 Local Government Support - The following departments or programs are available within Beltrami County and may be able to assist the City with issues relating to potential contamination sources that 1) have been inventoried or 2) may result from changes in land and water use within the DWSMA.

Table 6. Support Provided by Local Agencies

Government Unit	Type of Program	Program Description
Beltrami County Environmental Planning and Zoning Dept.	1) Land Use Permits	1) Regulates land-uses to comply with zoning ordinance. Enforces special restrictions within the wellhead protection overlay district.
	2) Conditional Use Permits	2) Specifies performance standards needed to offset environmental risk presented by a specific land use.
	3) Subsurface Sewage Treatment System	3) Regulates the subsurface sewage treatment system rules county wide and within Blackduck city limits.
	4) Water Planning & Well Sealing	4) Establishes countywide goals/priorities towards protecting water resources. Provides cost share to seal wells.
Beltrami County Solid Waste Dept.	Household Hazardous Waste Collection	Provides education to landowners and a collection program for disposing of household hazardous waste.
Beltrami County Highway Dep.	Management of Transportation Corridors	Entrusted to manage (plan, construct, repair etc...) the county owned roadways in Beltrami County.

Government Unit	Type of Program	Program Description
Beltrami County Soil and Water Conservation District	1) USDA and BWSR Conservation Programs 2) Wetland Conservation Act 3) Upper/Lower Red Lake Watershed Plan	1) Technical assistance and cost share for managing cultivated lands to help protect our natural resources groundwater, surface water etc 2) Technical assistance for wetlands issues and enforcement of the Wetland Conservation Act. 3) Establishes priorities and distributes funds for protecting water resources watershed wide.
Beltrami County Emergency Management Dept.	Emergency Management and Response	Provides planning and response assistance for emergencies within Beltrami County.

6.3 State Agency and Federal Agency Support - The MDH will serve as the contact for enlisting the support of other state agencies on a case-by-case basis regarding technical or regulatory support that may be applied to the management of potential contamination sources. Participation by other state agencies and the federal government is based on legal authority granted to them and resource availability. Furthermore, the MDH 1) administers state regulations that affect specific potential sources of contamination and 2) can provide technical assistance for property owners to comply with these regulations.

The following table identifies specific regulatory programs or technical assistance that state and federal agencies may provide to the City to support implementation of its WHP plan. It is likely that other opportunities for assistance may be available over the ten-year period that the plan is in effect due to changes in legal authority or increases in funding granted to state and federal agencies. Therefore, the table references opportunities a ailable when the ity's plan was first appro ed by .

Table 7. Support Provided by State and Federal Agencies

Governmental Unit	Type of Program	Program Description
MDH	State Well Code Minnesota Rules (MR) Chapter 4725	MDH has authority over the construction of new wells and sealing of wells. MDH staff in the Well Management Program offers technical assistance for enforcing well construction, maintaining setback distances for certain contamination sources, and well sealing.
MDH	WHP MR Chapter 4720	MDH has staff that will assist the City with identifying technical or financial support that other governmental agencies can provide to assist with managing potential contamination sources.
DNR	Water Appropriations Permitting MR Chapter 6115	DNR can require that anyone requesting an increase in existing permitted appropriations or to pump groundwater must address concerns of the impacts to drinking water if these concerns are included in a WHP plan.

Governmental Unit	Type of Program	Program Description
MPCA	Storage Tanks and Leaking Fuel Tanks MR Chapter 7037	Addresses DWSMA vulnerability when determining the scope of cleanup and Petrofund Use
MPCA	Stormwater Management MR Chapter 7090	Addresses DWSMA vulnerability in design standards and setback distances from community wells.
MPCA	Feedlots MR Chapter 7020	Enforces the state rules and requirements for feedlots especially for feedlots greater than 1,000 animal units.
MPCA	Subsurface Sewage Treatment Systems MR Chapters 7080-7083	Enforces the state rules and requirements for subsurface sewage treatment systems.
MNDOT	Transportation Corridor Management	Manage transportation corridors (highways) to ensure safe travelling for residents of MN.
U.S. EPA	40 Code of Federal Regulations 144, Subpart G	Automatic closure of Class 5 automotive waste disposal wells in WHPA, inventory of all Class V wells
USDA	Farm Bill	Cost share and technical assistance to implement conservation measures on agricultural lands.

6.4 Support Provided by Non-profit Organizations - The Minnesota Rural Water Association will assist the City with implementing its WHP plan by providing 1) reference education and outreach materials for land owners, 2) technical support for implementing individual WHP action items listed in the plan, and 3) assisting the City with assessing the results of plan implementation.

7.0 Impact of Land and Water Use Changes on the Public Water Supply Wells

The City estimates that the following changes to the physical environment, land use, and groundwater may occur over the ten-year period that the WHP plan is in effect. This is needed to determine whether new potential sources of contamination may be introduced in the future and to identify future actions for addressing these anticipated sources. Land and water use changes may introduce new contamination sources or result in changes to groundwater use and quality. The anticipated changes may occur within areas that are within the jurisdictional authority of the City, although some do not. The following table describes the anticipated changes in the physical environment, land use, and groundwater in relation to 1) the influence that existing governmental land and water programs and regulations may have on the anticipated change, and 2) the administrative, technical, and financial considerations of the public water supplier and property owners within the DWSMA.

Table 8. Expected Land and Water Use Changes

Expected Change	Impact of the Expected Change on the Source Water Aquifer	Influence of Existing Government Programs & Regulations on the Expected Changes	Administrative, Technical & Financial Considerations Due to Expected Changes
Land Use The City is not expecting significant change in population or in residential or commercial growth over the next 10 years.	The lack of growth within the city limits means no new potential contaminants should be introduced within the WHPA.	Blackduck has zoning to help manage growth which might occur. Beltrami County has county wide zoning which can help reduce the potential negative impact of any new or existing contaminant sources outside city limits.	Not Applicable (NA)
Groundwater No change is anticipated in groundwater pumping or withdrawals. The City is not anticipating drilling a new well.	No change anticipated on the aquifer.	NA	NA

8.0 Issues, Problems, and Opportunities

8.1 Identification of Issues, Problems and Opportunities - As required by MN Rule 4720.5230, the City identified water and land use issues, problems and opportunities related to 1) the aquifer used by the City's water supply wells, 2) the quality of the well water, and 3) land- or water-use within the DWSMA. The City assessed 1) input from public meetings and written comments that it received, 2) the data elements identified by the MDH during the scoping meetings, and 3) the status and adequacy of the City's official controls and plans on land use and water uses as well as those of local, state, and federal government programs. The results of this effort are presented in the following table.

Table 9. Issues, Problems and Opportunities

Issue Identified	Impacted Feature	Problem Associated with Identified Issue	Opportunities Associated with Identified Issue	Adequacy of Existing Controls to Address the Issue
City does not have land use control in the portions of the DWSMA that extend into the surrounding townships.	Aquifer Water Quality DWSMA	The City has to rely on Beltrami County and Hines Township to administer land use controls to help reduce potential contaminant sources in the remainder of the DWSMA.	City could work cooperatively with Beltrami County and ask for the opportunity to comment on any land use permits within the DWSMA.	Beltrami County currently regulates land uses outside the City limits. City feels these controls are sufficient to protect the ity's water supply.
The City has limited resources and funds to implement the wellhead protection plan.	DWSMA	With limited resources implementing the WHP plan will be a challenge for the City.	Form partnerships with the township, county and state agencies that have regulatory authority or programs in the DWSMA so they can help with implementation.	Currently there is a grant program in place via MDH to assist with the implementation of this plan.

Issue Identified	Impacted Feature	Problem Associated with Identified Issue	Opportunities Associated with Identified Issue	Adequacy of Existing Controls to Address the Issue
The City has old municipal well(s) which have not been verified to determine if they have been properly sealed.	Aquifer, Water Quality	Wells which have not been sealed according to MDH standards may provide a pathway for pollutants to enter into the aquifer.	With the assistance of MDH the city can locate, assess and seal the wells if they pose a threat to the city's drin ing water supply.	MDH Well Management has the ability to require the city to properly address unused improperly sealed wells. The city can utilize various grant programs to seal well(s).
Class V wells within the DWSMA.	Aquifer, Water Quality, DWSMA.	Auto/truck repair-related businesses within the DWSMA may have Class V drainage wells.	The EPA can provide public and owners of such businesses with educational materials regarding Class V wells.	No local controls exist to manage Class V wells currently. EPA has controls in place which the city can utilize.
City relies on two wells for water supply. The wells are also older.	Water Quality	If either and/or both wells are out of production for a long period of time the city may have issues providing water to residents.	The City could conduct a rehabilitation of the wells to attempt to extend the life of the wells. Otherwise, reconnaissance work could be conducted and a new well can be drilled that meets construction standards for the State of Minnesota Well Code.	MDH and others can provide technical assistance and funding to located potential new well sites.

This table defines the nature and magnitude of contaminant source management issues in the DWSMA. Identifying the issues, problems and opportunities as well as resource needs enables the Public Water Supplier to: 1) take advantage of opportunities that may be available to make effective use of existing resources, 2) set meaningful priorities for source management and 3) solicit support for implementing specific source management strategies.

As mentioned in Table 9, the City has old municipal wells that have not been verified if they were sealed properly. As mentioned in the initial WHP Plan, records of these wells are not well documented, and the actual locations are not verified. It would be beneficial to attempt to locate these wells and ensure they do not become a conduit for contaminants. has pro ided municipal well reports for the ity's old wells. These reports contain some locational information and details that could be beneficial in attempting to locate these wells and verify their status. A copy of these reports are included in Appendix I.

8.2 Comments Received - At the beginning of the planning process, other Local Government Units (LGUs) were identified and informed that the City was beginning the wellhead protection planning process. Each unit of go ernment was also sent a copy of the ity's delineated and S and ulnerability assessment for the wells and DWSMA. To date, no comments from the LGUs have been received. The general public was also given opportunities to participate in the planning process and to comment at the Public Informational Meeting and Public Hearing. No concerns from the general public have been expressed at this time.

9.0 Goals

Goals define the overall purpose for the WHP plan as well as the end points for implementing objectives and their corresponding actions. The WHP team identified the following goals after considering the impacts that 1) changing land- and water-use changes over time have presented to drinking water quality and 2) future changes that need to be addressed to protect the community's drin ing water

1. The goal of this plan is to protect and improve the quality of water produced from the City's wells and aquifer.

2. To maintain a drinking water quality that continues to meet the safe drinking water requirements for protecting the public's health, safety, general welfare, and the economic viability of the community.

The City recognizes that City and County land use and water planning and a variety of Federal, State, and local resource programs are available to assist the City in protecting their drinking water supply.

10.0 Objectives and Actions

Objectives provide the focus for ensuring that the goals of the WHP plan are met and that priority is given to specific actions that support multiple outcomes of plan implementation. Both the objectives and the actions that support them are based on assessing 1) the impacts that changes in land and water-use present (Table 9) and 2) issues, problems, and opportunities referenced to administrative, financial, and technical considerations (Table 10). The initial result of this assessment process was to assign priority to the types of potential contamination sources that were inventoried (Table 3, Table 4, and Table 5).

10.1 Objectives - The following objectives have been identified to support the goals of the WHP plan for the City –

A. Create awareness and general knowledge about the importance of WHP in the Blackduck Community and the City DWSMA.
B. Properly inventory and manage potential contaminant sources to protect the drinking water supply for the City.
C. Enhance security at the water treatment plant to further protect the City wells.
D. Gather additional information within the DWSMA in order to better understand the potential for PFAS and other contaminants that may be present in the municipal wells.
E. Effectively track and report the implementation efforts and WHP Plan progress to all governing authorities.
F. Manage the Inner Wellhead Management Zone to prevent contamination of the aquifer near the public supply wells.
G. Effectively prepare the City for disruptions to the water distribution system.
H. Collect data needed to address local groundwater issues.
I. Inform local personnel of highways in and near the DWSMA.
J. Develop local land use controls and partner with local government units to better protect the aquifer used by the City.

10.2 Establishing Priorities – WHP measures reflect the administrative, financial, and technical requirements needed to address the risk to water quality or quantity presented by each type of potential contamination source. Not all of these measures can be implemented at the same time, so the WHP Team assigned priority to each. A number of factors must be considered when WHP action items are selected and prioritized (part 4720.5250, subpart 3):

- Contamination of the public water supply wells by substances that exceed federal drinking water standards.
- Quantifiable levels of contamination resulting from human activity.
- The location of potential contaminant sources relative to the wells.
- The number of each potential contaminant source identified and the nature of the potential contaminant associated with each source.
- The capability of the geologic material to absorb a contaminant.
- The effectiveness of existing controls.
- The time required to get cooperation from other agencies and cooperators.

- The resources needed: staff, money, time, legal, and technical.

10.3 WHP Measures and Action Plan - Based upon these factors, the WHP Team has identified WHP measures that will be implemented by the City over the 10-year period that its WHP Plan is in effect. The objective that each measure supports is noted as well as 1) the lead party and any cooperators, 2) the anticipated cost for implementing the measure and 3) the year or years in which it will be implemented.

The following categories are used to further clarify the focus that each WHP measure provides as well to support the priority that has been assigned:

- Public Education and Outreach
- Potential Contamination Source Management
- Contingency Planning
- Data Collection
- Inner Wellhead Management Zone (IWMZ) Management
- Land Use Management
- Reporting

Unless otherwise specified, all efforts to implement identified measures listed in Table 10 must be summarized by the eighth year after WHP approval.

Table 10. Wellhead Protection Plan of Action

Measure	Priority	Public Education and Outreach	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
1	High	Upon request, the City will provide information related to the wellhead protection plan amendment to residents and direct them to WHP educational materials that can be found on the MRWA website.	A	Local Newspaper, MDH, MRWA	Staff Time										
2	High	Create and maintain a permanent WHP display at Blackduck City Maintenance Shop.	A	WHP Manager & Staff, Consultant	$2,000										
3	Medium	The City can provide educational material, educate and, promote ways to help protect the DWSMA from sources listed in the PCSI. Example: the importance of sealing unused wells, how the DWSMA is managed, and to updates to actions that have been accomplished to help protect the ity's water supply.	A	WHP Manager & Staff, Consultant, MRWA	Staff Time										
4	Medium	Provide groundwater and wellhead (Rural Water Association) education packet for the students at Blackduck Middle & Elementary School.	A	WHP Manager & Staff, Blackduck Schools, MRWA, SWCD, Consultant	$1,500										

Measure	Priority	Potential Contaminant Source Management	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
5	Low	Notify MDH if a Class V well is inventoried in the future and provide the property owner with management or permitting options.	B	MDH	Staff Time	As Needed									
6	High	Old municipal wells, test wells, and other unknown wells within the DWSMA are thought to exist. The city will work with MDH and others to try and find the location and status of these wells.	B	MDH, MRWA	Staff Time										
7	High	If any of the old municipal wells, test wells, or other unknown wells are found and need to be sealed, the city will apply for a grant and if successful have the wells sealed.	B	MDH, MRWA	Staff Time										
8	High	The City will attempt to seal any unused wells in the DWSMA. The City will communicate with residents that have a water well that will encourage them to seal any unused wells and provide BMP factsheets on how to properly manage their wells. The City can apply for a grant to pay the costs associated with sealing these wells.	B	MDH, MRWA	$10,000	As Needed									
9	High	The WHP manager will continually attempt to locate new, existing, and abandoned wells within the DWSMA. This will be accomplished through direct contact with landowners and observation while traveling.	B	WHP Manager & Staff, MDH, MRWA	Staff Time	As Needed									
10	High	The City can partner with Beltrami SWCD in implementing their Upper/Lower Red Lake Watershed Plan (2025-2035) to aid in sealing unused wells, collect data about abandoned wells, and maintaining groundwater treatment programs within the DWSMA.	B	WHP Manager & Staff, Consultant, MRWA	Staff Time, $4,000	As Needed									
11	High	Identify any new high capacity well that is proposed for construction in or within one mile of the DWSMA. If a high capacity well is identified, partner with MDH, DNR, and the owner of the well to minimize potential impacts that pumping may have on the water quantity or quality of the public water supply.	B	WHP Manager & Staff, MDH, DNR	Staff Time	As Needed									
12	Medium	Share the County Highway Department and MN DOT a map of the DWSMA and ask that they take into consideration this area when they are conducting road construction or maintenance projects (i.e. stormwater devices, fuel and construction equipment management and maintenance, chemical use, etc.).	B, I, J	Beltrami Co., MN DOT	Staff Time										

Measure	Priority	Contingency Planning	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
13	High	The City will share a map of the DWSMA with local First Responders and the County Emergency Manager and ask that they incorporate drinking water protection practices when responding to fires or contaminant spills. If equipment is needed the City may apply for grants funds to help purchase required equipment.	A, B, I	First Responders, Beltrami Co.	$10,000										
14	High	Re iew and update the ity's contingency plan e ery fi e years.	G	MDH	Staff Time										
15	Medium	The City will access their security needs at the wells and water plant and perform corrective actions if warranted. Grants funds may be available via MDH or others to help pay for needed corrective actions.	C, E	MDH, Beltrami Co.	Varies	As Needed									

Measure	Priority	Contingency Planning	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
16	High	The City will construct a perimeter fence that will surround Well #8. Grant funds may be available via MDH or others to help pay for needed protection.	C	MDH, Beltrami Co.	$10,000	As Determined by City Council									
17	Low	If PFAS is detected at unhealthy levels, work cooperatively with agencies to install treatment.	D	WHP Manager & Staff, MDH, MPCA	Dependent	As Needed									

Measure	Priority	Monitoring and Data Collection	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
18	Low	Working in cooperation with MDH the City will conduct a tabletop exercise to help identify new high capacity wells drilled within two miles of the DWSMA. MDH will provide the map and necessary well logs for the City to review and provide input.	B, H	MDH	Staff Time										
19	High	The standard assessment monitoring package should be analyzed during year six, including the primary well(s), contingent on funding assistance from MDH for sampling and analysis. The City may need to collect the samples and ship them to MDH. Information generated by this sampling will be used to refine vulnerability assessment for the next amendment.	B, D, H	MDH	Staff Time										

Measure	Priority	IWMZ Management	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
20	High	Assist MDH staff in completing future Inner Wellhead Management Zone Inventories for the public water supply wells.	B, E	MDH	Staff Time										
21	High	Work with MDH to ensure that setback distances for new potential contamination sources are met.	B, E	MDH	Staff Time	On-going									
22	High	Implement the WHP Measures and Findings in the current and future IWMZ Inventory and Sanitary Survey Reports.	B, E	MDH	Staff Time	As Needed									

Measure	Priority	Land Use Management	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
23	High	The City will assess their ordinances to determine if they want to adopt land use control ordinances for new wells.	B, G	WHP Manager & Staff	$2,000										

Measure	Priority	WHP Reporting and Evaluation	Objective Addressed	City Measure Unless Cooperator is Noted	Cost	Implementation time frame									
						2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
24	Medium	Prepare a biannual summary of wellhead protection efforts for the City Council.	F	WHP Manager & Staff	$2,500										
25	Medium	Prepare an assessment of WHP plan implementation efforts as per MN Rule using the results of the annual reports.	F	MDH	Staff Time	As per MN Rule									
26	Medium	Summarize WHP Plan implementation efforts in a report to MDH in year or prior to the future plan amendment's scoping meeting.	E	MDH	Staff Time										

10.4 Commitments from Cooperators – The following agencies (listed in Table 11) should be able to support the City with implementation of the identified WHP measures.

Table 11. Cooperators

Agency	**WHP Measure Identified**
Beltrami County SWCD	4
Beltrami County	12, 13, 15, 16
MN Dept. of Health	1, 5, 6, 7, 8, 9, 11, 14, 15, 16, 17, 18, 19, 20, 21, 22, 25, 26
MN Rural Water Association	1, 3, 4, 6, 7, 8, 9, 10
MN Pollution Control Agency	17
MN Dept. of Transportation	12
MN Dept. of Natural Resources	11

11.0 Evaluating Plan Implementation

Plan evaluation is specified under Objective E and provides the mechanism for determining whether WHP Measure items are achieving the intended result or whether they need to be modified to address changing administrative, technical, or financial resource conditions within the DWSMA. Evaluation is used to support plan implementation and is re uired under R . prior to amending the ity's Plan. The City has identified the following procedures that it will use to evaluate the success with implementing its WHP Plan –

1. A biannual briefing to the City Council will provide the basis for documenting whether each implementation measure step for that year was completed;
2. The WHP Team will meet at a minimum every two and one half years to assess the status of plan implementation and to identify issues that impact implementation;
3. The City will prepare a written report that documents how it has assessed plan implementation. The report will be presented to MDH at the first scoping meeting that it will hold with the City to begin amending the WHP Plan.

12.0 Contingency Strategies

The WHP Plan must include a contingency strategy that addresses disruption of the water supply that is caused either by contamination or mechanical failure. The City has developed a Water Supply Contingency Plan and is included in Appendix VI.

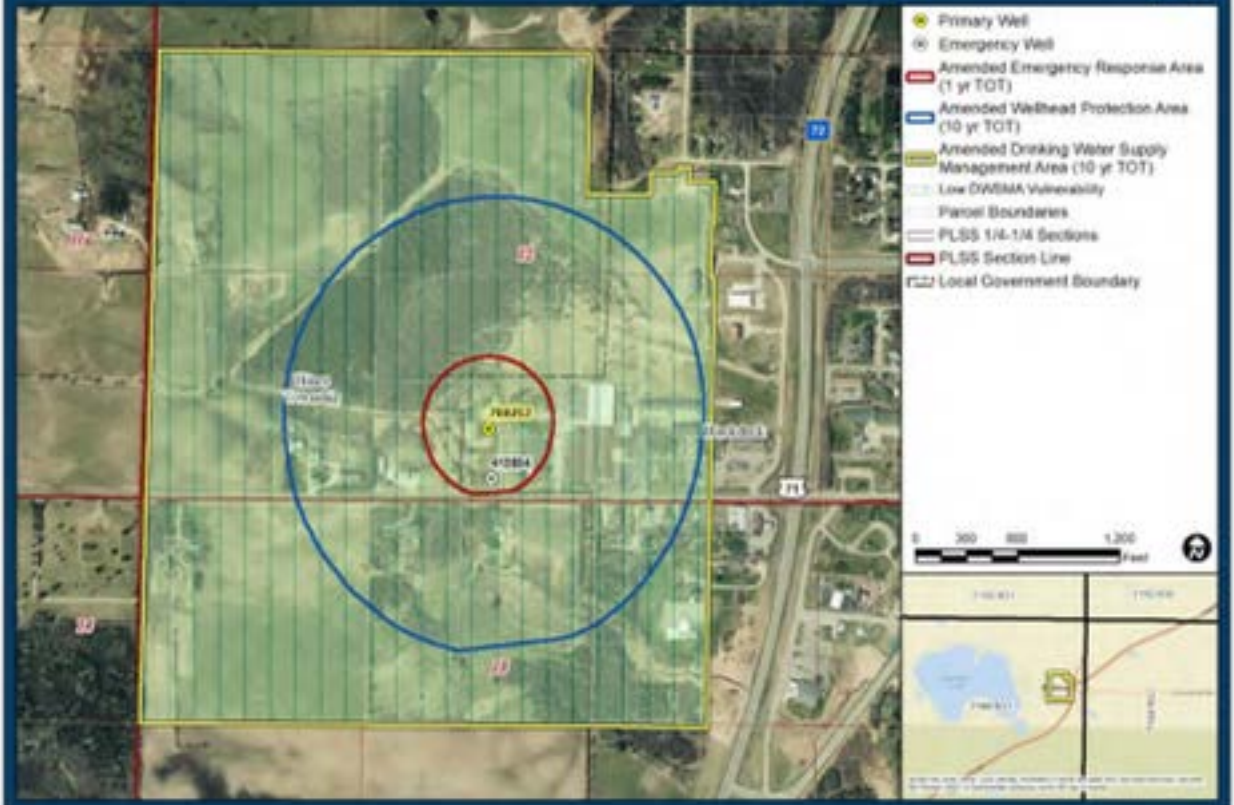
Figures

Figure 1: Blackduck DWSMA Boundaries, Groundwater Capture Area, and Vulnerability
Figure 2: Zoning
Figure 3: 2024 Parcels and PLSS
Figure 4: NLCD Land Use
Figure 5: Soil Survey
Figure 6: PCSI
Figure 7: Transportation Routes
Figure 8: City Sanitary Sewer Service
Figure 9: Sub-Basin Watershed

Beltrami County
Minnesota

Figure 1
Drinking Water Supply Management Area and Vulnerability
City of Blackduck

DEPARTMENT OF HEALTH



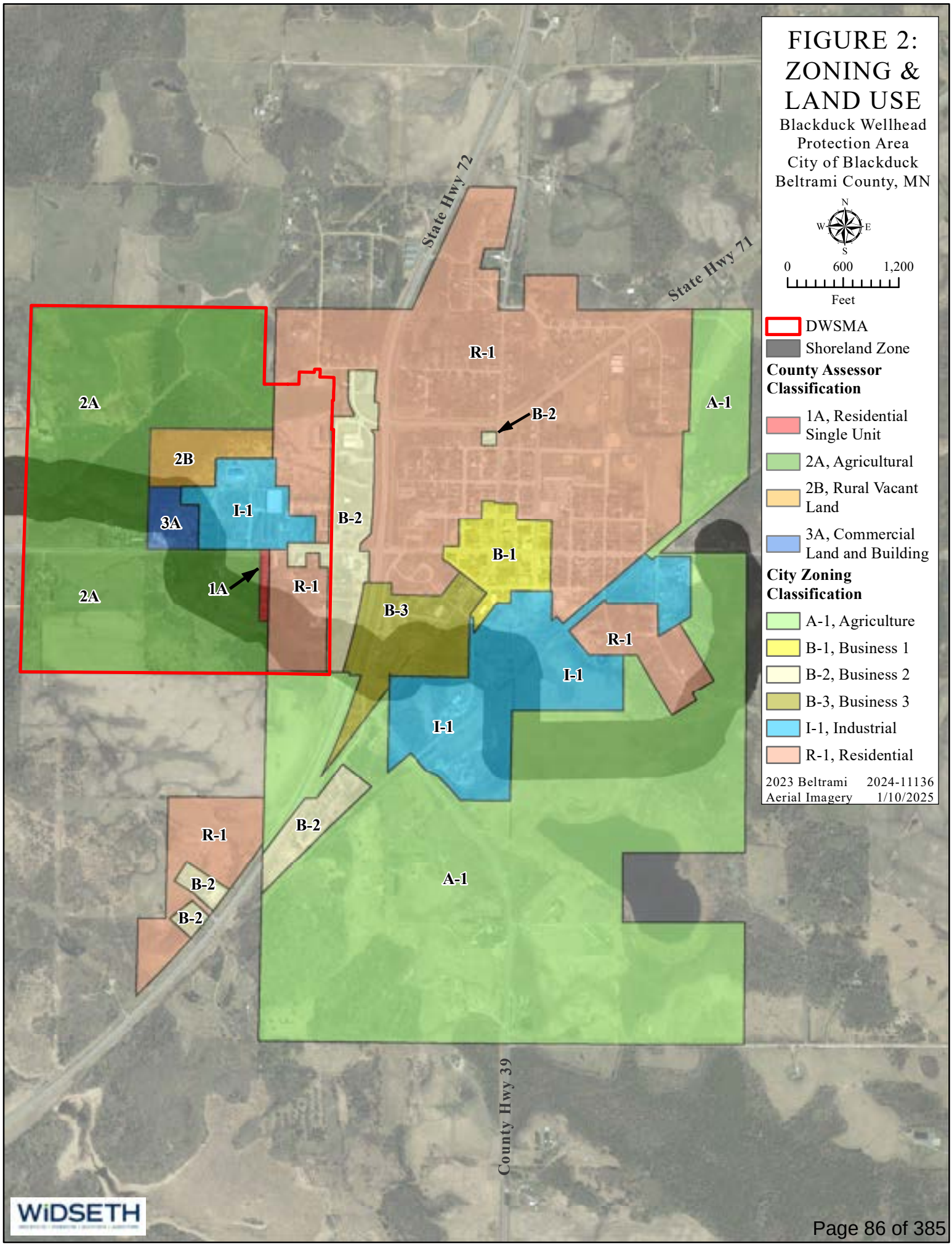
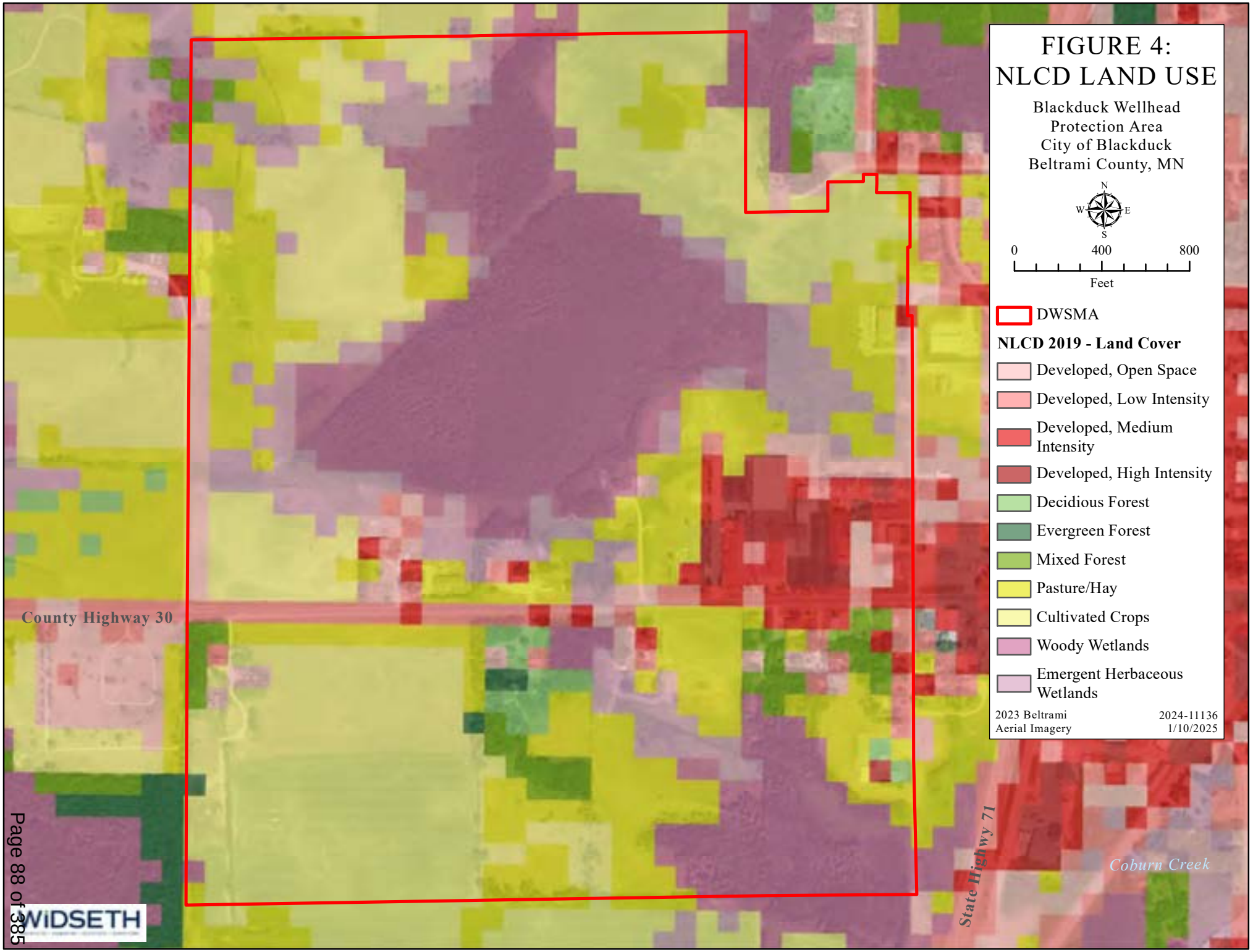
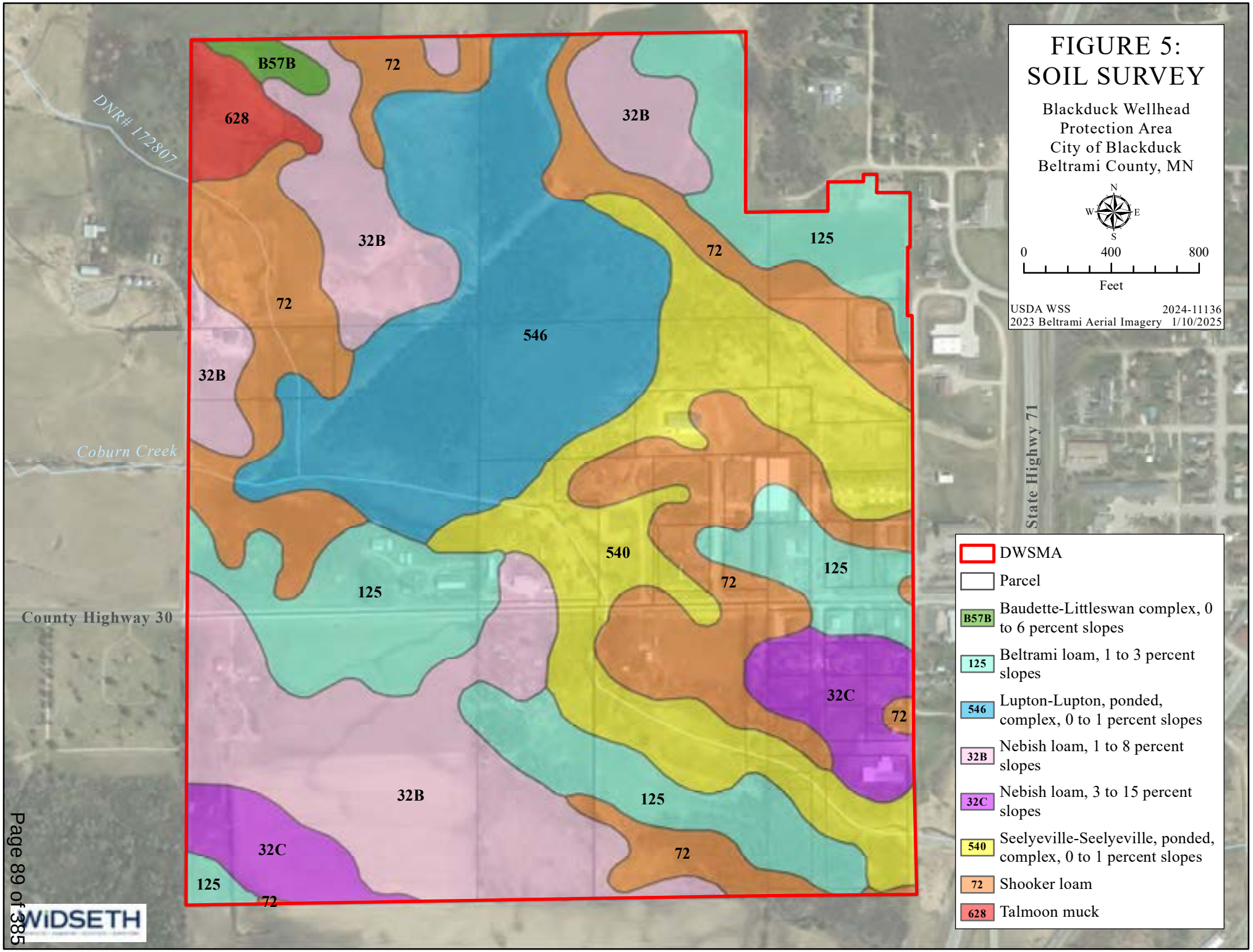
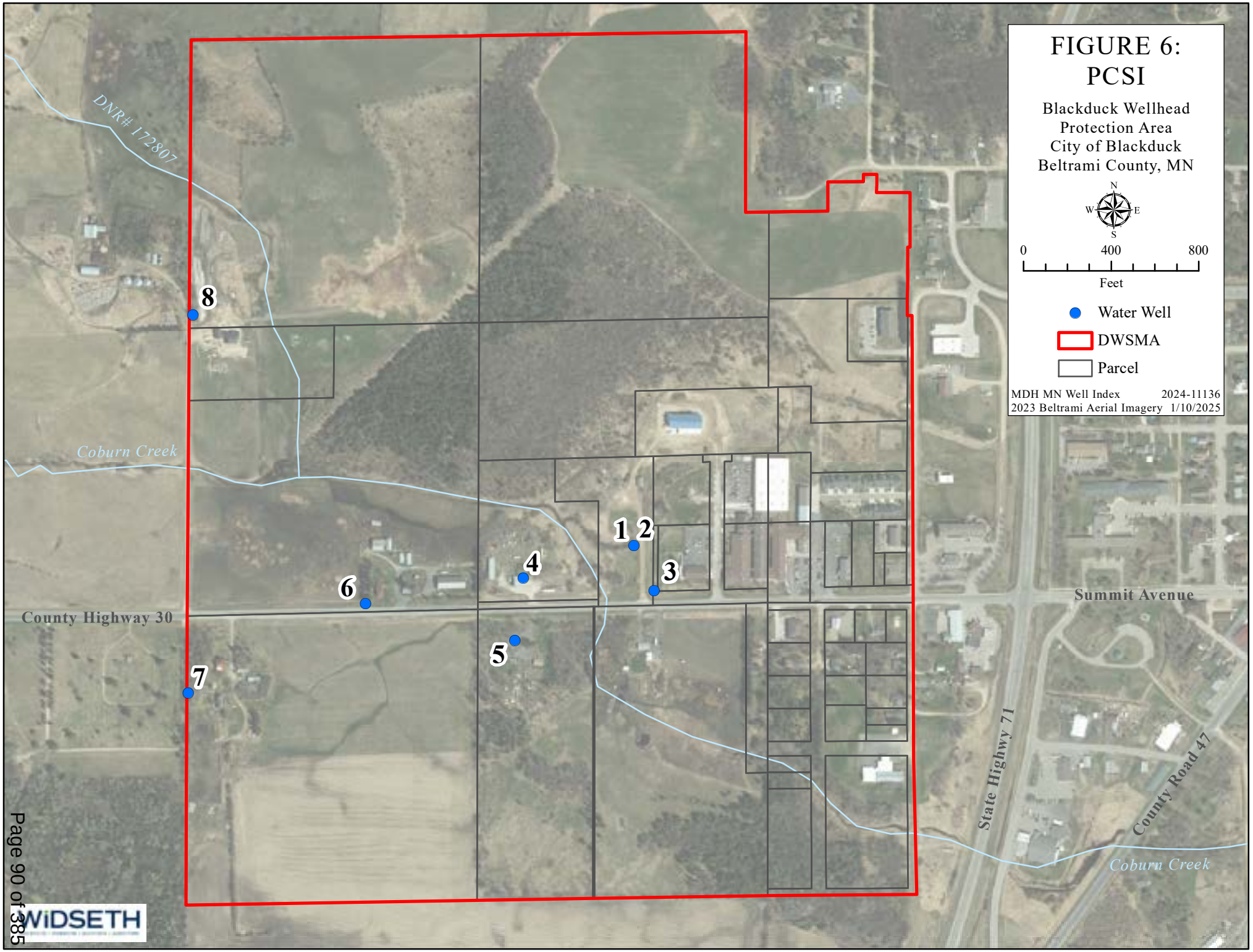

FIGURE 2:
ZONING &
LAND USE
Blackduck Wellhead
Protection Area
City of Blackduck
Beltrami County, MN
N
W
E
S
0
600
1,200
Feet
DWSMA
Shoreland Zone
County Assessor
Classification
1A, Residential
Single Unit
2A, Agricultural
2B, Rural Vacant
Land
3A, Commercial
Land and Building
City Zoning
Classification
A-1, Agriculture
B-1, Business 1
B-2, Business 2
B-3, Business 3
I-1, Industrial
R-1, Residential
2023 Beltrami
Aerial Imagery
2024-11136
1/10/2025
State Hwy 72
State Hwy 71
County Hwy 39
2A
2B
3A
1A
R-1
B-2
I-1
B-1
B-3
A-1
WiDSETH


FIGURE 3:
2024 PARCELS AND PLSS
Blackduck Wellhead Protection Area
City of Blackduck
Beltrami County, MN
N
W
E
S
0
400
800
Feet
DWSMA
Parcel
PLSS
2024 April Parcel Data
2024 MDH DWSMA 2024-11136
2023 Beltrami Aerial Imagery 1/10/2025
1493111
1493112
1493113
1493114
DNR# 172807
Coburn Creek
Coburn Creek
County Highway 30
Summit Avenue
State Highway 71
County Road 47


FIGURE 4:
NLCD LAND USE
Blackduck Wellhead
Protection Area
City of Blackduck
Beltrami County, MN
N
W
E
S
0
400
800
Feet
DWSMA
NLCD 2019 - Land Cover
Developed, Open Space
Developed, Low Intensity
Developed, Medium Intensity
Developed, High Intensity
Decidious Forest
Evergreen Forest
Mixed Forest
Pasture/Hay
Cultivated Crops
Woody Wetlands
Emergent Herbaceous Wetlands
2023 Beltrami
Aerial Imagery
2024-11136
1/10/2025
County Highway 30
State Highway 71
Coburn Creek


FIGURE 5:
SOIL SURVEY
Blackduck Wellhead
Protection Area
City of Blackduck
Beltrami County, MN
N
W
E
S
0
400
800
Feet
USDA WSS
2024-11136
2023 Beltrami Aerial Imagery
1/10/2025
DWSMA
Parcel
B57B Baudette-Littleswan complex, 0 to 6 percent slopes
125 Beltrami loam, 1 to 3 percent slopes
546 Lupton-Lupton, ponded, complex, 0 to 1 percent slopes
32B Nebish loam, 1 to 8 percent slopes
32C Nebish loam, 3 to 15 percent slopes
540 Seelyeville-Seelyeville, ponded, complex, 0 to 1 percent slopes
72 Shooker loam
628 Talmoon muck
B57B
72
628
32B
125
546
540
32C
DNR# 172807
Coburn Creek
County Highway 30
State Highway 71


FIGURE 6:
PCSI
Blackduck Wellhead
Protection Area
City of Blackduck
Beltrami County, MN
N
W
E
S
0
400
800
Feet
Water Well
DWSMA
Parcel
MDH MN Well Index 2024-11136
2023 Beltrami Aerial Imagery 1/10/2025
DNR# 172807
Coburn Creek
County Highway 30
Summit Avenue
State Highway 71
County Road 47
Coburn Creek
1
2
3
4
5
6
7
8

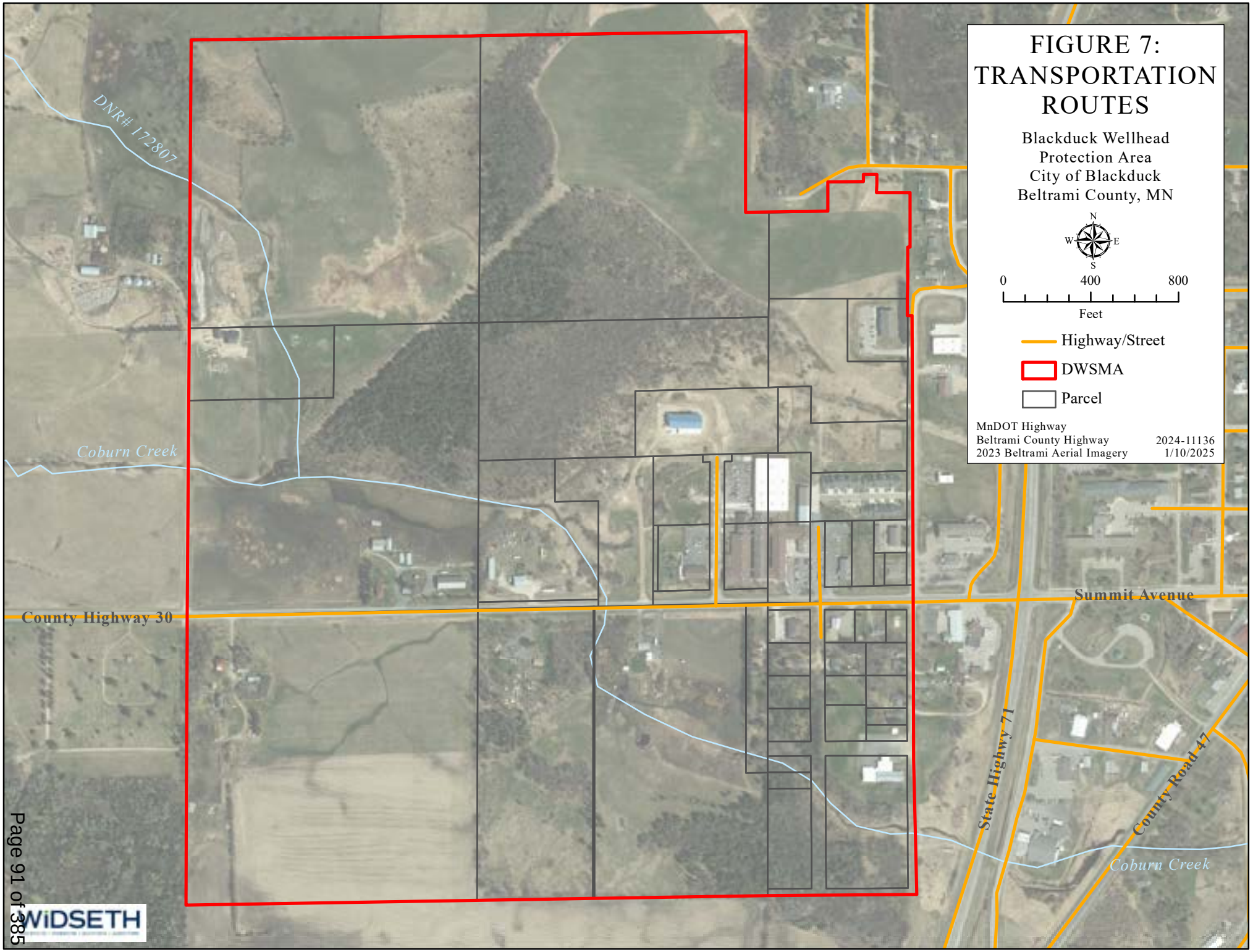


FIGURE 7: TRANSPORTATION ROUTES

Blackduck Wellhead Protection Area
City of Blackduck
Beltrami County, MN

N
W E
S

0 400 800
Feet

Highway/Street
DWSMA
Parcel

MnDOT Highway
Beltrami County Highway 2024-11136
2023 Beltrami Aerial Imagery 1/10/2025

WIDSETH

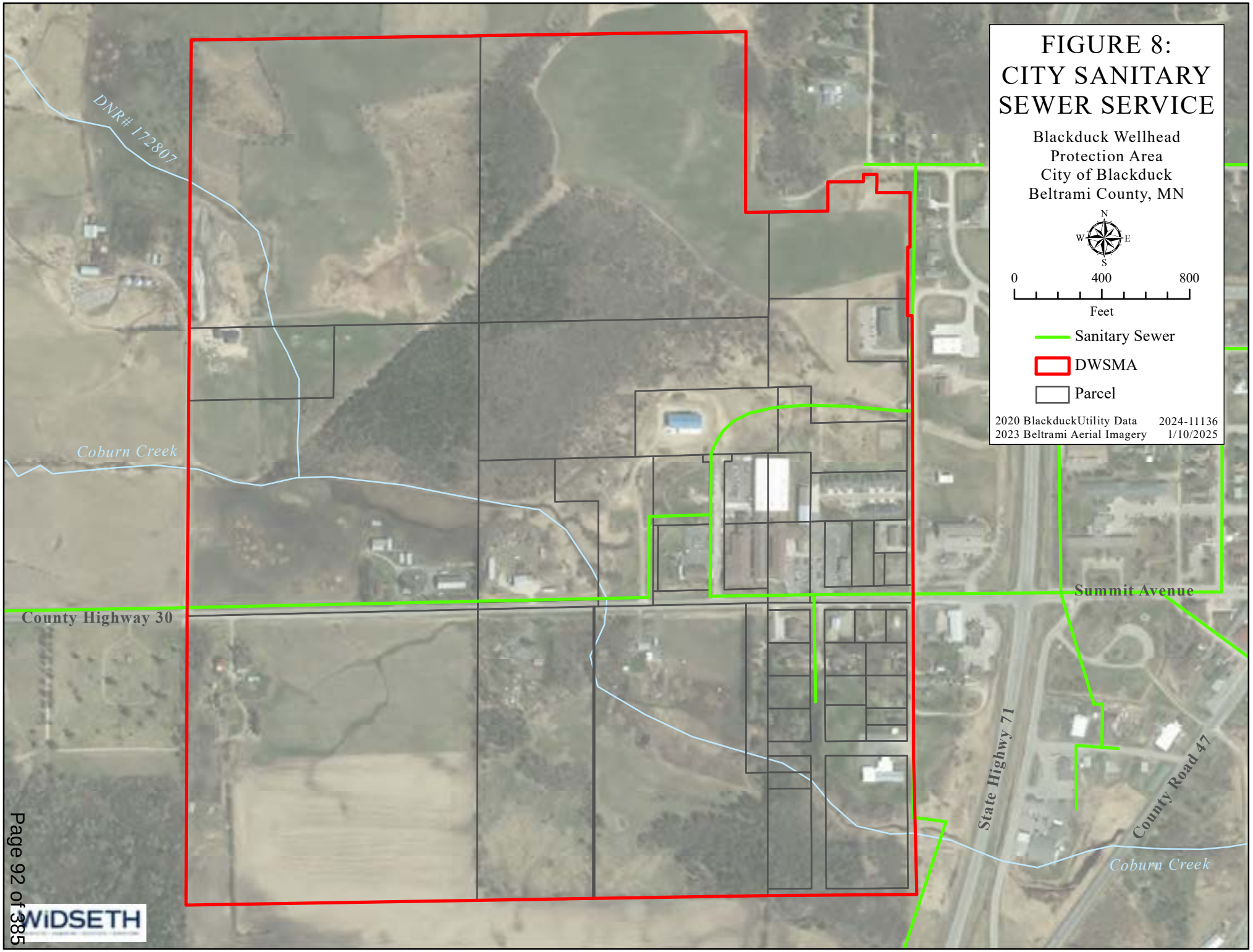


FIGURE 8: CITY SANITARY SEWER SERVICE

Blackduck Wellhead Protection Area
City of Blackduck
Beltrami County, MN

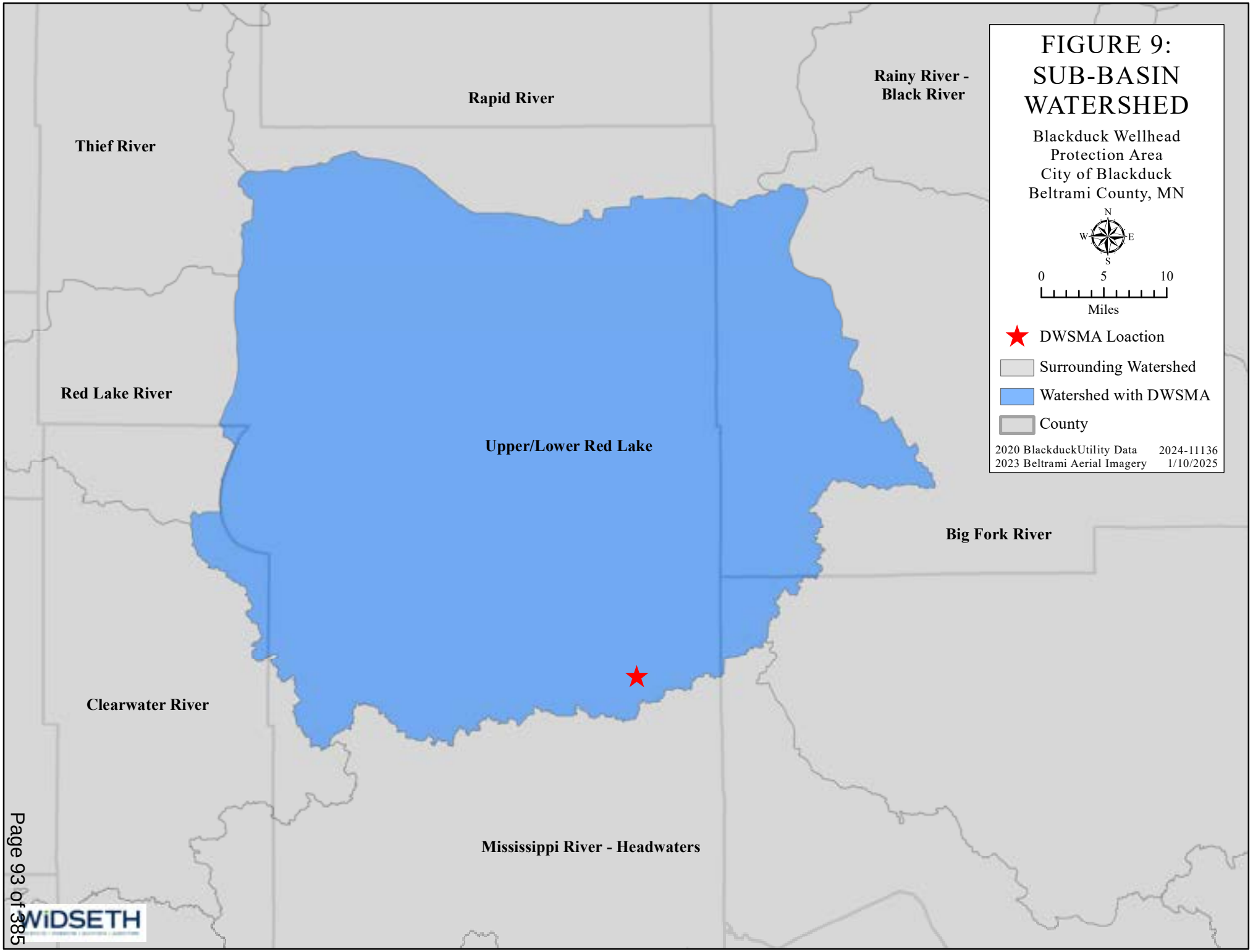
N
W E
S

0 400 800
Feet

Sanitary Sewer
DWSMA
Parcel

2020 BlackduckUtility Data 2024-11136
2023 Beltrami Aerial Imagery 1/10/2025

WIDSETH


Rapid River
Rainy River -
Black River
Thief River
Red Lake River
Upper/Lower Red Lake
Big Fork River
Clearwater River
Mississippi River - Headwaters
FIGURE 9:
SUB-BASIN
WATERSHED
Blackduck Wellhead
Protection Area
City of Blackduck
Beltrami County, MN
N
W
E
S
0
5
10
Miles
DWSMA Loaction
Surrounding Watershed
Watershed with DWSMA
County
2020 BlackduckUtility Data
2023 Beltrami Aerial Imagery
2024-11136
1/10/2025

Appendices

Appendix I: Assessment of Data Elements Used to Prepare the Plan
Appendix II: WHPA and DWSMA Delineations and Vulnerability Assessments
Appendix III: Potential Contamination Source Inventory
Appendix IV: MDH Scoping II Required Information
Appendix V: Contingency Strategy

APPENDIX I

ASSESSMENT OF THE DATA ELEMENTS USED TO PREPARE THE PLAN

Assessment of Data Elements –

The following data elements were identified by the MDH to be used in the WHP Plan and were specified in the scoping decision notices that were presented to the City. The selection of a data element for inclusion in the plan is based on 1) the hydrogeological setting and 2) vulnerability of the wells used by the City, and 3) vulnerability of the DWSMA known at the time that each scoping meeting was held. Each data element is assessed for its impact on 1) the use of the public water supply well, 2) delineation of the WHPA, 3) the quality and quantity of water supplying the public water supply well, and 4) land and groundwater uses within the DWSMA.

Physical Environment

Geologic information was obtained from 1) **existing maps, reports, and studies** that are listed in the References section of this report, 2) the **records of wells, test borings, and well sealing records** that are on file at the MDH and stored in the Minnesota Well Index (MWI) database, and 3) the **county soil survey** that is listed in the References section of this report.

Geologic information was used to determine 1) the extent and composition of the aquifer used by the City's wells, 2) the vulnerability of the aquifer at the location of each well used by the City, and 3) the vulnerability of the DWSMA. Geologic information affects the delineation of the WHPA because it is used to address the aquifer transmissivity and hydrologic boundaries delineation criteria. Second, geologic information provides insight into the pathways that recharging water takes to enter the aquifer, which impact, 1) the use of the wells and 2) the quality and quantity of water that is pumped. Finally, it is the principle information that is used to assess DWSMA vulnerability, which impacts land- and groundwater-uses within the DWSMA. Detailed information regarding the geology and vulnerability of the aquifer to contamination is found in Appendix II. Detailed soils information is available at the end of this appendices. The only highly erodible lands present with the City DWSMA is 32C – Nebish loam, 3-15% slopes. There are also moderately erodible lands, 32B – Nibish loam, 1-8% slopes and B57B – Baudette-Littleswan complex, 0-6% slopes, present within the DWSMA.

Water resources information was obtained from existing maps, reports, and studies listed in the "Selected References" section of this report. Water resources information affects the use of land and water resources within the DWSMA because it defines regulations that are in place to assist with managing potential contamination sources that may contribute contaminants to the aquifer used by the City.

The Blackduck DWSMA is located in the Souris-Red-Rainy Basin (Hydrologic Unit (HU) 1). Inside the Souris-Red-Rainy Basin there are two minor watersheds which include the Red River (HU 2) and Rainy River (HU 2) subwatersheds. Inside the Red River Basin there are two smaller subwatersheds which include the Upper Red Basin (HU 3) and Lower Red Basin (HU3). Inside the Lower Red Basin there are ten even smaller subwatersheds. The DWSMA falls within the Upper/Lower Red Lake Basin (HU 4). All of these water features flow generally to the northwest. Maps available in Appendix IV.

The FEMA 100 yr floodplain maps have not been completed for the area that the City of Blackduck's DWSMA is located.

Shoreland classifications affect the management of the DWSMA because they are required to be adopted by local governments and regulate land use within specified distances of surface water features, including lakes, rivers, and streams. The City or another local governmental unit may use this authority to restrict or prohibit future potential contamination sources that may introduce contamination into groundwater by recharge from surface water features. There are public waters within the Blackduck DWSMA that do have shoreland zones located along them.

Coburn Creek is not listed as an impaired surface water. There are two MPCA monitoring stations (Station IDs S000-389 and S000-955) and one biological monitoring station (Station ID 05RD086) located within the DWSMA. For information about which waters are or are not impaired visit the MPCA website (https://webapp.pca.state.mn.us/wqd/surface-water) for detailed information.

There are no DNR stream gauges located within the DWSMA.

Land Use

Land use information was obtained from the maps shown in the Figures section of this plan relating to existing **parcel boundaries**, **political boundaries**, c**omprehensive land-use**, and **zoning**. The figures contain the map and inventory of current agricultural, residential, commercial, industrial, recreational, and institutional land uses and potential contamination sources.

Parcel boundaries and public land survey coordinates were used in defining DWSMA boundaries. DWSMA boundaries impact land- and groundwater-uses because they define where the WHP plan will be implemented. They have no direct impact on 1) the use of the public water supply wells, 2) delineation of the WHP area, and 3) the quantity and quality of the well water used by the public water supply.

The **comprehensive land use and zoning maps** affect land- and water-use within the DWSMA because they provide a basis for limiting future land uses that may be incompatible with ordinances or planning goals. As such, they may be used for denying new potential contamination sources or imposing performance standards that affect the use of existing or new public water supply wells and the quantity and quality of the well water used by the City.

The information contained in Appendix II provides the basis for defining the types of potential contamination sources that may or do impact the quantity and quality of the well water used by the public water supply. The priorities that are assigned to the WHP action steps that are specified in the plan are based on the information contained in Appendix III. As a result, these actions steps affect the future use of the public water supply wells and land- and groundwater-uses within the DWSMA. Groundwater use was included to meet the hydrologic boundary and water use criteria for delineating the WHPA.

Portions of the DWSMA boundary extends beyond city limits into Hines Township. The City does not have zoning authority for this portion of the DWSMA. Beltrami County has zoning authority with conditional use powers. Beltrami County also has comprehensive plans and individual land use and zoning maps. The land use and zoning maps are one in the same for both counties. The areas within the DWSMA, outside the Shoreland Zone are assessed as Residential Single Unit (1A), Agricultural (2A), Rural Vacant Land (2B), and Commercial (3A). Maps available in the Figures section.

The City does have a zoning ordinance and floodplain ordinance which helps them manage structures and fill placed within flood zones within the 100 year floodplain.

The information about public utility services includes maps (Figures) of 1) **transportation routes and corridors**; 2) the **sanitary sewers**; and 3) **public drainage systems**. All of these features affect land and water uses, including the public water supply wells, within the DWSMA because they represent potential sources of contamination. As such, they may limit future land- and groundwater-uses because of historical contamination releases or the risk that they may present to public health and safety. The distribution of the public water supply system, specifically the amount of water storage and treatment capabilities, affects the amount of pumping that

is needed to meet water supply needs and to maintain potability standards. Also, it influences the number of wells that must be pumped to meet these demands, which affects the boundaries of the WHPA and ERA.

Maps of the storm sewers, sanitary sewers and distribution system are available at the City Offices. Wellhead Protection Team decided not to include in this plan for security reasons.

There are no gas or oil pipelines located within the Blackduck DWSMA. There is one high traffic count road (CSAH 30) located near the city's public supply wells. With these high traffic counts, there is a chance of spills along the roadways upstream of the wells and can cause a threat to the drinking water supply.

Record of the construction and maintenance of the public water supply wells is presented in Table 1. Whether the well serves as a primary source of drinking water or as emergency standby source is determined by how often it is pumped. This affects the delineation of its WHPA because pumping amount is a delineation criterion. Emergency backup wells only have an IWMZ because they are only pumped to supply water when primary water supply wells cannot meet water demands. In addition, pumping may affect the movement of contamination toward a well and the one and ten-year capture areas are used to establish priorities for managing potential contamination sources within the DWSMA. The construction and maintenance of a public water supply well affect the well vulnerability assessment and the focus of the potential contamination source inventory. Sealing an improperly constructed or maintained well may be a priority action step for protecting other wells because such wells may become conduits for contamination to enter the aquifer.

Water Quantity

Water Quantity Information was obtained for groundwater resources. The DNR is the principal source of water quantity information although studies and reports that are available from other state and federal agencies or from the City are described in the References section of this report. Water quantity information affects the 1) delineation of the WHPA because the pumping amounts are used to calculate the daily well discharge which is a WHPA delineation criterion, 2) use of the public water supply well because a maximum annual amount for the public water supply system is specified under the DNR appropriations permit, and 3) land and water use within the DWSMA because pumping may impact whether other wells or existing land uses may cause contamination of the aquifer or contamination to move toward the public water supply wells. It may indirectly affect the future quantity and quality of the water from the public water supply well.

There were no other high-capacity wells found that would influence the WHPA, other than those operated by the City. Pumping affects the delineation of the WHPA because the annual amount of water pumped by each well is a delineation criterion. Emergency backup wells only have an IWMZ because they are only pumped during water supply emergencies. In addition, pumping may affect the movement of contamination toward a well. Precipitation may have a limited impact on the quality of the drinking water in cases where increased precipitation may dilute the concentration of a contaminant in surface water that recharges the aquifer used for drinking water. The one- and ten-year capture areas are used to establish priorities for managing potential contamination sources within the DWSMA. This may impact how much a contaminated well can be used or an uncontaminated well can be pumped before it affects the movement of contamination to other wells. Also, pumping may impact groundwater levels when recharge is less than withdrawal, such as during times of drought. Therefore, pumping may impact water use within the DWSMA and may impact land uses, such as agricultural purposes or minerals extraction.

Well interference and water use conflicts are used to delineate the WHPA because they document hydrologic boundaries that must be included. Also, they indicate areas where aquifer recharge is insufficient to meet

pumping demands and this condition 1) limits groundwater use in the DWSMA and 2) may impact land uses such as agricultural irrigation or industries that rely on high-capacity wells.

No well interference issues or water use conflicts are known to the City at the time of writing this plan.

Environmental bore holes information was obtained and researched from the observation well networks that are maintained by the DNR and the U.S. Geological Survey. This information is used to delineate the WHPA by providing information that helps to define aquifer recharge and the distribution of hydraulic head. It may have an indirect influence on water use within the DWSMA because the water level data can be used to document seasonal or long-term impacts that pumping has on the aquifer supplying the public water supply well. Therefore, additional pumping by the City or other landowners for non-municipal uses may be restricted. This information has no impact on the quality of the water supplying the public water supply well.

The City does not know of any environmental bore holes located within the DWSMA.

Water quality information was obtained from the Public Water Supply Program and Well Management Program at MDH, the City, and from reports and studies that are listed in the "Selected References" section of this report.

Information that summarizes **groundwater quality** is used to assess the pathways that recharge takes to the aquifer and this may impact the selection of methods that are used to delineate the WHPA and to assess well and DWSMA vulnerability. The presence of human-made contaminants is used to 1) calibrate a groundwater flow model by providing a means of checking travel time distance from the source of a contaminant to a public water supply well and 2) assess the vulnerability of the well and the DWSMA. The presence of naturally occurring contaminants is used to assess the extent that the source water aquifer is isolated from surface water recharge. The presence of either human-made or naturally occurring contaminants may influence pumping of the public water supply well because pumping may impact the rate at which contamination may be moving into the aquifer. Also, the level of contamination may require that the water be treated for potable use or that the contaminated water be blended with other water to reduce contaminant levels to drinking water standards.

The presence of human-made contaminants is used to identify potential sources of the contamination that should receive a high priority for inventory and for supporting the priority that is assigned to objectives and actions in the plan that manage these sources. This affects the focus of land and water use management practices within the DWSMA.

A list of **water chemistry and isotopic data from wells, springs, or other groundwater sampling points and reports of groundwater tracer studies** are used to determine the 1) time needed for surface water or precipitation to travel from the surface to the source water aquifer and 2) degree to which the source water aquifer is impacted by recharge from surface water features. This assessment affects the delineation of the WHPA because it helps define the degree of hydraulic confinement and whether a surface water feature comprises a hydraulic boundary that must be included. Also, this information is used to determine the sustainability of the aquifer and any surface water features that may be impacted by increased pumping within the DWSMA. This information has no direct impact on land and groundwater uses within the DWSMA but may be used to support the development of local controls needed to protect vulnerable areas.

The City also samples water from the municipal wells every year and reports it in their Consumer Confidence Report, which can be seen at the end of this Appendix. The analytical results of the municipal wells indicate the water quality is excellent with no detections of contaminants of concern and no contaminants above the Maximum Contaminant Levels (MCLs) for drinking water.

There are no other known water chemistry and isotopic data from wells, springs, or other groundwater sampling points and reports of groundwater tracer studies.

Site studies and water quality analyses of known areas of groundwater contamination, property audit results, reports of contamination spills and releases by the Minnesota Pollution Control Agency and Minnesota Department of Agriculture provide basic information that is used to determine the extent that groundwater quality may already be impaired by previous land- and groundwater-use practices. This information is used to assess the vulnerability of the well and the DWSMA, which affects 1) the scope, and direction of the inventory of potential contamination sources and 2) the resulting priorities that are assigned to objectives and actions for managing land and groundwater uses within the DWSMA. Also, the hydrogeologic information contained in the reports is used to refine the understanding of local groundwater conditions that affect the delineation of the WHPA.

There are no known site studies, property audits and spills/releases within the DWSMA to the knowledge of the City which are not listed by state agencies.

Selected References

Hydrogeologic Assessment of the Drinking Water Source and Well for the City of Blackduck, Delineations – Wellhead Protection Area and Drinking Water Supply Management Area, Vulnerability Assessments – Well and Drinking Water Supply Management. (April 03, 2023).

Soil Survey Data: https://websoilsurvey.nrcs.usda.gov/app/

Wellhead Protection Rule at: http://www.health.state.mn.us/divs/eh/water/swp/whp/rules.htm

MDH PFAS Testing of Minnesota Community Water Systems: https://mdh.maps.arcgis.com/apps/MapSeries/index.html?appid=63515695237f425ea7120d1aac1fd09a

MDH Community Public Water Supply: https://www.health.state.mn.us/communities/environment/water/com/index.htm

Bowen, G.J., and Revenaugh, J. (2003), Interpolating the isotopic composition of modern meteoric precipitation. Water Resources Research 29, 1299, doi:10.129/2003WR002086.

Lindsey, B.D., Jurgens, B.C., and Belitz, K., (2019), Tritium as an indicator of modern, mixed, and premodern groundwater age, U.S. Geological Survey Scientific Investigations Report 2019-5090, 18p.

Mullaney, J.R., Lorenz, D.L., and Arnston, A.D. (2009), Chloride in groundwater and surface water in areas underlain by the glacial aquifer system, northern United States, Scientific Investigations Report, 2009-5086, U.S. Geological Survey, Reston, Va., 41p.

Old Municipal Well Reports

City of Blackduck (PWS 1040014; Beltrami County)

Well Sequence # (in record)	Well Name	Unique #	Casing Diameter	Well Depth	Depth Cased	Year Constructed	Well Type	Year Out of Service	Sealing Record	Location
1	Well owned by Blackduck Electric Company		3 inch	60 feet		Pre-1917	Drilled	1924: Disconnected & Abandoned	No Sealing Record Found	*basement of the power plant at the corner of Railroad Ave & First St
2	Well owned by Blackduck Electric Company		6 inch	85 feet	0-85 feet	1919	Drilled		No Sealing Record Found	*basement of the power plant at the corner of Railroad Ave & First St *30 feet East of the old well
3	Well Number (No.) 1 (East Well)		6 inch	109 feet		Pre-1924	Drilled		No Sealing Record Found	*at the pumping station near the center of town *pumphouse is at the rear of the General Minnesota Utility Company's building
4	Well No. 2 (West Well)		6 inch	117 feet		Pre-1924	Drilled		No Sealing Record Found	*at the pumping station near the center of town *pumphouse is at the rear of the General Minnesota Utility Company's building *25 feet from Well No. 1
5	Cross Connection with the Sewage System					Pre-1924				
6	Cross Connection with General Minnesota Utility Company (5 distinct connections)					1938				
7	Cross Connection with the Creamery					1948				
8	Cross Connection with the Cooling System in the Power Plant					1948		1952: Disconnected		
9	Well No. 7 1956: Well No.1		8 inch	118 feet		1950	Drilled		1985- Sealing Record Number H000096353 ??	*Lots 1-4, Block 7, First Addition to Blackduck *South end of the pumphouse

Well Sequence # (in record)	Well Name	Unique #	Casing Diameter	Well Depth	Depth Cased	Year Constructed	Well Type	Year Out of Service	Sealing Record	Location
10	Well No. 8 1956: Well No. 2	228976	8 inch	130 feet	0-107 feet	1950 1961 - well deepened	Drilled		2003 - Sealing Record Number H000201953	*Lots 1-4, Block 7, First Addition to Blackduck *Southwest coner of the treatment plant
11	Well No. 3	236430	12 inch	130 feet	0-108 feet	1956	Drilled		2003 - Sealing Record Number H000201954	*62 feet West & 25 feet South of the water tower
12	Well No. 4	239925	12 inch	130 feet	0-100 feet	1973	Drilled		2002 - Sealing Record Number H000201952	*40 feet West of water treatment plant; between the water tower and the treatment plant

Department of MINNESOTA Natural Resources
Division of Waters

Box 32, Centennial Office Building
St. Paul, MN 55155

COUNTY
Beltrami

(THIS AMENDED PERMIT SUPERSEDES THE ORIGINAL PERMIT AND ALL PREVIOUS AMENDMENTS)

E MATTER OF THE APPLICATION FOR APPROPRIATION OF WATERS OF THE STATE, PERMISSION IS HEREBY GRANTED TO:

ERMITTEE
City of Blackduck

Authorized Agent
Robert C. Klug, Water Superintendent

ddress
Box 189, Blackduck, MN 56630

o Appropriate From: 4 manifolded city wells

Well No.	Unique No.	Diam.	Depth	GPM	Location
(10) 2	228976	8 in.	124 ft.	80	SE¼SE¼SE¼, Section 12, T149N, R31W
(11) 3	236430	12 in	130 ft.	130	SE¼SE¼SE¼, Section 12, T149N, R31W
(12) 4	------	12 in.	130 ft.	105	SE¼SE¼SE¼, Section 12, T149N, R31W
5	415804	8 in.	191 ft.	200	SW¼SE¼SW¼, Section 12, T149N, R31W

rpose:

Public water supply on a continuous basis

operty Described as:

The SE¼SE¼SE¼ and the E½SW¼SE¼SW¼ of Section 12, T149N, R31W

thorized Signature	Title	Date
Sarah P. Tufford Sarah P. Tufford	Administrator Water Use Management Section	11-5-85

s permit is granted subject to the following CONDITIONS:

1. QUANTITY:
The permittee is authorized to appropriate water at a rate not to exceed 515 gallons per minute. The total amount of water appropriated shall not exceed xxxx acre feet or 30.0 million gallons per year.

2. LIMITATIONS:

(a.) Any violation of the terms and provisions of this permit and any appropriation of the waters of the state in excess of that authorized hereon shall constitute a violation of Minnesota Statutes, Chapter 105.

(b.) This permit shall not be construed as establishing any priority of appropriation of waters of the state.

(c.) This permit is permissive only. No liability shall be imposed upon or incurred by the State of Minnesota or any of its employees, on account of the granting hereof or on account of any damage to any person or property resulting from any act or omission of the permittee relating to any matter hereunder. This permit shall not be construed as estopping or limiting any legal claims or right of action of any person other than the state against the permittee, for any damage or injury resulting from any such act or omission, or as stopping or limiting any legal claim or right of action of the state against the permittee, for violation of or failure to comply with the provisions of the permit or applicable provisions of law.

(d.) In all cases where the doing by the permittee of anything authorized by this permit shall involve the taking, using, or damaging of any property, rights or interests of any other person or persons, or of any publicly owned lands or improvements thereon or interests therein, the permittee, before proceeding therewith, shall obtain the written consent of all persons, agencies, or authorities concerned, and shall acquire all property, rights and interests necessary therefore.

(e.) This permit shall not release the permittee from any other permit requirements or liability or obligation imposed by Minnesota Statutes, Federal Law, or local ordinances relating thereto and shall remain in force subject to all conditions and limitations now or hereafter imposed by law.

(f.) Unless explicitly specified, this permit does not authorize any alterations of the beds or banks of any public protected waters or wetlands. A separate permit must be obtained from the Department of Natural Resources prior to any such alteration.

OVER

ox 429
City,Minn. 56222
(612) 847-3207

THEIN WELL COMPANY, INC.

WELLS SALES & SERVICE PUMPS

ABANDONED

MDH
North Highway 63
Rochester,Minn. 55901
Phone (507) 288-5554

Submersible Pump Installation Record

841124

(1) Well Seal: _____
or
U.G. Disch: Mfg. Whitewater
Diameter 12"
Bury _____
Disch. Diameter _____
Suction Diameter 3"
Pulling Pipe Diameter _____
Comments _____

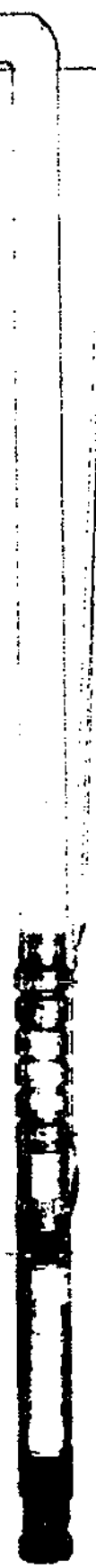
(2) Drop Pipe: Diameter 3"
Type _____
Length 100'
Comments 96' of 3/4" plastic attached to drop pipe

(3) Submersible Cable #
Type _____
Length _____
Comments _____

(4) Check Valve: Diameter 3"
Type _____
Length _____
Comments _____

(5) Pump Mfg. Jacuzzi
Type Bowls 7GC6H-7
Serial No. _____
O.D. _____
No. Stages _____
Length _____
Comments _____

(6) Motor: Mfg. Franklin Electric
Serial No. _____
O.D. _____
Length _____
H.P. 7½ R.P.M. 3450
Volts 230 Phase 3
Amps 1) ___ 2) ___ 3) 21
Name Plate Amps _____
Comments _____



Owner: City
Address: _____
City: Oakdale
Date: 6/78

7) Discharge Diameter _____
G.P.M. Design Conditions
150 GPM @ 120 TDH

(12) 239925

#1

8) Well No. ~~3~~ Drilled 1973
Depth 130'
Static Level 44'
Pumping Level 52' @ 100 gpm 6/78 Date
Pumping Level ___ @ ___ gpm ___ Date
Pumping Level ___ @ ___ gpm ___ Date

Well Diameter
12 inch to 100 ft.
___ inch to ___ ft.

Screen Diameter
30 Ft of ___ Inch

Slot Size 40/60/80/20

9) Starter: Type _____
Mfg. _____
Number _____
Heater No. _____

10) Overall Pump Setting _____
Pump and Motor Weight _____
Total Pump Weight
A) Full of Water _____
B) Empty of Water _____

MUELLER BROS. Well Co., Inc.

237-2998

Municipal and Industrial Water Conditioning Equipment and Service — GAYLORD, MINNESOTA

ANNUAL WELL AND PUMP MAINTENANCE REPORT

841124

er Village of Black Duck — Date Oct 20 1957

ity and State Black Duck Minn — Location UN. No. 228976 (10) [redacted]

Type of Pump — Make Fairbanks — Serial No.

Make of Motor — H.P. 7½ — Amp Motor Stamp

Motor Serial No. — Volts 240 — Motor Amp Reading

Motor Speed 1750 — Frame No. — Wire Size

Pump Setting — Drop Pipe Size — Shaft Size 1"

Packing Box Condition — Packing Size

Static Water Level 48' — Pumping Water Level

Rated G.P.M. Maximum 12' — Rated Total Head

Pumping G.P.M. 75 — Disc. Head in Feet — Pumping Total Head 140'

Type of Meter — Meter Size — Condition

General Condition of Pump and Pumping Equipment

Static 70' — Casing 6" Dia

Capacity 148 G.P.M. — Column pipe 1½" Type Steel

#2 QUITA HP QBAA V4-8 (Based on WCP #3 Log)

WELL LOG AND TEST PUMP REPORT OF WELL

Well Size 8" — Depth 124' — Type, Rock or Screen

Screen Diam. 8" — Screen Length 22'-7" — Screen Material [illegible] — Slot Size 93-50-35

Specific Capacity in G.P.M —— per ft. —DD when well was drilled.

Drilled by Contractor — Date

Time	GPM	Total Head	Spec. Capacity	Remarks
			10.3	

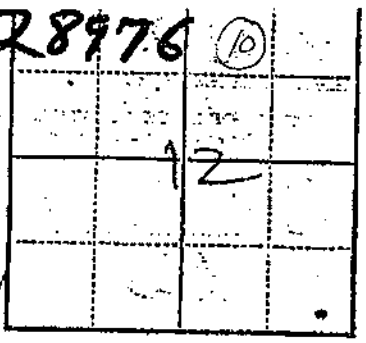
Annual Maintenance Check Made By

DEPARTMENT OF THE INTERIOR
GEOLOGICAL SURVEY
WATER RESOURCES BRANCH

47° 43' 50" 228976 (10)
1480

RECORD OF WELL

1. Location: State Minnesota County Beltrami
Nearest P. O. SE¼ SE¼ Direction from P. O.
Distance from P. O. 1 miles; SE ¼ sec. 12, T. 149N, R. 34W
If in city, give street and number 50 Ft. S.O. #1
On Margaret Ave (on N.) ½ blk. W. of Main St. Blk. 1 #2



Locate well on plat of section.

2. Owner: Village of Blackduck Address used
Driller: Johnson Well Co. Address Bemidji, Minn.
3. Situation: Is well on upland, in valley, or on hillside?
4. Elevation of top of well: ____ ft. (Above or below) the level of (Sea, depot, lake, or stream)
5. Type of well: Drilled (Dug, driven, bored, or drilled); kind of drilling rig used (Solid tool, jetting, rotary, etc.)
6. Depth of well: 112 ft.; year in which well was finished 1947-48
Does well enter rock? ____; if so, at what depth? ____ ft.; kind of rock
7. Diameter: At top 8 inches; at bottom 8 inches.
8. Principal water bed: sand + gravel (Gravel, sand, clay, or rock. If rock, state (kind).)
Depth to principal water bed ____ ft.; thickness of bed ____ ft.
If other water supplies were found, give depth to each
9. Casings: Kind ____; size 8"; length ____ ft.; between depths of ____ and ____ ft.
Kind ____; size ____; length ____ ft.; between depths of ____ and ____ ft.
Kind ____; size ____; length ____ ft.; between depths of ____ and ____ ft.

LOCATED BY
1. ☐ Address Verification
2. ☐ Name on Mailbox
3. ☐ Lot Block
4. ☐ Plat Book
5. ☐ Info. From Owner
6. ☐ Info. From Neighbor
7. ☐ Other
☐ Can't Locate State Why

Packers (if any): Depth at which packers were used ____; kind ____
Screen or Strainer: Was well finished with screen? ____; kind of screen Johnson everlast
length of screen 15 ft.; diameter 8 inches; size of openings ____
10. Head: Does well at present overflow without pumping? no; did it overflow when new? ____;
if flowing, give pressure ____ lb. per sq. inch; or height water will rise in a pipe ____ ft. above surface;
original pressure or head ____; if not flowing, give water level in well 30-35 ft. below surface.
Pump: Is the well pumped? Yes; kind of pump 7-Nine 20' Lg
size or capacity of pump 100+; kind of power 5 hp elec
Yield: Natural flow at present (if any) ____ gallons per minute; original flow ____ gallons per minute;
well has been pumped at 150 gallons per minute continuously for 6-8 hours;
quantity of water ordinarily obtained from well 50 gallons per day.
Use: For what purpose is the water used? municipal - Creamery, school
Quality of the water: hard 22-23 gr. (Hard or soft, fresh or salty, etc.); is there an analysis? no
Cost of well, not including pump: ____ Temperature of water ____° F.
Name of person filling blank
2/2/55 Address 73804

On the back of this sheet give the record of the beds through which the well passes and any other facts not given above.

6—0642

LOG OF WELL (10) 228976

KIND OF ROCK OR OTHER MATERIAL (Give color and tell whether hard or soft)	DEPTH, IN FEET From—	DEPTH, IN FEET To—	THICKNESS, IN FEET	REMARKS (Especially information as to water found)
Sand	96	101	5	
and fine	"	104	3	
and + gravel		106	2	
do	"	108	2	
and + Coarse gravel		112	4	
also for # 2				
over step for inspection of samples in well house				
New Well # 2		recondition		
Oct 1957				
Well Depth 129'				
Diameter 8"				
Screen Evd	93-50-35 slot			
length 22' 7"				
Capacity 155				
Drawdown 12				
Specific capacity	10.3			
Pump Fairbanks	for	bore	Column	7" steel
70 feet Column		Bowl Size 5 5/8		
Motor 7 1/2	KRM	17.50		Pump Capacity 75 gpm min.

Source of Data: Herb Tice, Fire Chief and former Councilman

U. S. GOVERNMENT PRINTING OFFICE 5—9642

Unique Well Number: **239925**

County: Beltrami
Quad: Blackduck
Quad Id: 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date: 1992/07/20
Update Date: 2004/12/29
Received Date:

Wellname BLACKDUCK 1

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH 1381.00 ft.
149	31	W	12	DDDCBA		

Well Owner BLACKDUCK 1

BLACKDUCK MN 56630

Contact CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
NO RECORD			0	130

(12)

Remarks

First Bedrock **Aquifer**
Last Strat **Depth to Bedrock** ft.

County Well Index v.5 **REPORT** Printed on 5/17/2007

Well Depth 130.00 ft
Depth Completed 130.00 ft
Date Well Completed 1973/00/00

Drilling Method Cable Tool

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use Community Supply

Casing Type Steel (black or low Drive Shoe? ☐ YES ☐ NO
Diameter 12 Depth
12.00 in. from 0.00 to ft. lbs/ft

Hole Diameter (in.)

Screen
Make Type
Diamter Slot Length Set

Open Hole(ft.) From to

Static Water Level
44.00 ft. Land surface Date measured 1973//73

Pumping Level (below land surface)
ft. after hrs. pumping g.p.m.

Well Head Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☐ YES ☐ NO

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ YES ☐ NO

Pump
☐ Not Installed Date Installed
Manufacture's name
Model number HP Volts
Length of drop pipe Material Capacity g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication

License Business Name Lic. or Reg No.

Name of Driller Date

Blackduck

6/22/17

to

~~4/21/82~~

8/8/83

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY FOR BLACKDUCK
June 22, 1917.

The water supply for Blackduck is obtained from a four inch drilled well, 60 feet in depth, owned by the Blackduck Electric Co. The well is located in the basement of the power plant at the corner of Railroad Avenue and First Street.

The well is surrounded at the floor surface by a pit 6 by 10 feet in plan and 8 feet deep. From the bottom of this pit an excavation 4 by 4 feet in plan and 20 feet deep has been made around the well. This lower pit was formerly a portion of an old dug well. Waste water from the steam engine and boiler feed pumps, much of it containing oil, is discharged into this pit. In addition, the pit is open at the surface, permitting waste water from the floor to drain into it. This water gathers in the lower pit. It is allowed to accumulate until it reaches the floor of the upper pit upon which the horizontal duplex steam pumps are located. This waste water is then ejected from the pit by means of a steam syphon.

In March, 1917, the water discharged from the pump contained oil. It was concluded that there was a leak or opening in the 4" well casing which permitted the entrance of the waste water from the pit. A three inch casing and screen was then installed inside the old four inch casing. This three inch casing is connected to the pump by means of screwed or flanged connections.

The water is pumped into a 60,000 gallon elevated steel tank and into the village distribution system, consisting of approximately 6800 feet of water mains, supplying about 75 connections.

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY OF BLACKDUCK
May 21, 1919.

(2)

Field Survey: This water supply is obtained from a new drilled well, 85 feet in depth, installed in February, 1919. It is located in the basement of the power plant at the corner of Railroad Avenue and First Street at a point about thirty feet east of the old well described in the report on the previous investigation of June 22, 1917. This well is owned by the Blackduck Electric and Telephone Company. A stratigraphic section of this well shows the following formations: clay, 35 feet; quicksand, 5 feet; clay, 30 feet; gravel, 15 feet. The normal water level in the well is about 26 feet below the floor level. The well is cased with a 6 inch iron pipe thruout its entire depth. The casing extends to a point about 4 inches above the floor of the pumping station which is about level with the grade line of the building. Water is drawn from the well by means of an A. O. Cook (Lawrenceburg, Ind.) deep well type pump having a rated capacity of 68 gallons per minute. This pump is owned by the Village. The pump head is set on concrete piers 12 inches in height so that it is directly over the well casing. The 4-1/2 inch drop pipe extends into the well to a depth of about 77 feet. The well casing is attached to the pump head by means of watertight flange connections. The pump discharges into the distribution system, while the overflow collects in an elevated steel tank. The distribution system consists of 6800 feet of water mains which distribute

to about 80 connections.

The old well, the surface construction of which was found to be unsatisfactory, is not used. The discharge from the old steam pump has been removed, and there is no motor connected to the old electric driven pump in the pit. The pumping of water from the old well, in its present condition, into the distribution system, or the arrangement of the pumping apparatus so that this may be accomplished, should not be done, as this practise cannot be approved.

The sanitary aspect of this supply in its existing condition is satisfactory.

Analytical Data: See analytical sheet. Sample 17885 represents water collected at the pumping station. Samples 17886 and 17887 represent water collected from the distribution system. The bacteriological examination of these samples shows the water to be of good sanitary quality, as evidenced by the low bacterial counts and the absence of the B. Coli group in 100 c.c. amounts. The physical examination of this sample shows a water with a low turbidity, a very high color, and no odor. The chemical examination shows a relatively hard water, containing no incrusting material. The very high color noted is due to the very high iron content of the water. The presence of iron in the water is a matter of no sanitary significance.

Conclusion

The field survey shows conditions which are satisfactory from a sanitary point of view, and in the analytical results indications of contamination were not found. This water supply

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY OF BLACKDUCK
February 8, 1924.

(3) (4)

This water supply is obtained from two drilled wells 120 feet in depth, located at the pump station near the center of the city. The old original well has been abandoned and disconnected from the system. Well No. 2 was supplying water on the date of this investigation; well No. 1 was not in use on account of a shortage in water believed to be due to sand clogging the screen. The wells are cased with 6 inch pipe to a point about 6 inches above the pump room floor, where satisfactory water tight connections are made to the pumps. The water is pumped to an elevated steel tank of 80,000 gallon capacity, from which it is distributed by gravity for public consumption. The discharge pipes pass through a valve pit approximately 5 feet in depth and 5 feet by 15 feet in plan. A connection to the sewerage system (5) has been made for the purpose of draining this pit. On account of the possibility of sewage backing up into this pit the sanitary aspect is not considered satisfactory.

Analytical Data: See analytical sheet. Samples Nos. 22116, 22117, 22118, and 22119 represent water collected at the pump station and various points on the distribution system. The bacteriological examination of these samples shows the water to be of good sanitary quality as evidenced by the absence of the B. coli group in 100 c.c. amounts in all cases except one. The presence of the B. coli group in 100 c.c. amounts in Sample No. 22118 is interpreted as being due to local conditions and has no sanitary significance. The physical examination of Sample No. 22116 shows a water of relatively high turbidity, moderate color and free from odor. The chemical examination shows a relatively hard water with an

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY OF BLACKDUCK, MINN.
Oct. 14, 1924

(3) (4)

This water supply is obtained from two drilled wells. The water is pumped to an elevated steel tank from which it is distributed for public consumption.

Data relative to this supply are contained in the reports of previous investigations made by this Division. The last investigation was undertaken February 8, 1924, at which time the sanitary aspect of the supply was considered unsatisfactory because of the tile drain from the valve pit to the sewer. From further information on the tile drain it appears that the possibility of sewage reaching the pit is quite remote. On this basis an approval will be granted. The sanitary aspect of this supply is satisfactory.

Analytical Data: See analytical sheet attached. Samples Nos. 22,998, 22,999, 23,000 and 23,001 represent water collected from the pump station and various points on the distribution system. The bacteriological examination of these samples shows the water to be of good sanitary quality as evidenced by the very low bacterial counts and the absence of the B. coli group in 100 c.c. amounts in all cases. The physical examination of Sample No. 22,998 shows a water with moderate turbidity, low color and a faint earthy odor. The chemical examination shows a moderately hard water with a very high iron content.

Conclusion

The field survey shows conditions which are satisfactory from a sanitary point of view, and in the analytical results indications of contamination were not found on this date. This water

MINNESOTA DEPARTMENT OF HEALTH
Division of Sanitation

Report on the Water Supply at Blackduck
June 18, 1930

(3) (4)

This water supply is obtained from two drilled wells 120 ft. deep located in a pump station near the center of town. The wells are cased with 6-inch pipe to a point about 6 inches above the pump room floor where a satisfactory watertight connection is made to the pump. Water is pumped to an elevated steel tank of 80,000 gals. capacity, from which it is distributed by gravity for public consumption.

The discharge pipe passes through a pit approximately 3 ft. in depth and 3 ft. x 10 ft. in plan. This pit drains to a basement. Two pumps have been provided with air compression chambers which are quite small and it was stated that the vibration due to insufficient air chambers made it unnecessary to replace the valves in the discharge main at frequent intervals. This frequent replacement, in addition to being uneconomic, might be improved from a sanitary point of view because of the possibility of introducing contamination into the system at the time repairs are made.

Additional information relative to this supply is contained in reports of previous investigations made by this Division. The last investigation was undertaken on October 14, 1924 at which time the sanitary aspect of the supply was considered satisfactory. The following recommendation is offered for the purpose of improving operating conditions at the pump station.

Recommendation

Enlarged air compression chambers should be provided to prevent frequent replacement of the valves, which is at present necessary. If it is feasible to do so, when this supply is reconstructed, the valves should be relocated above the floor level.

Conclusion

This investigation showed that the construction of this supply was

MINNESOTA DEPARTMENT OF HEALTH
Division of Sanitation

Report on the Investigation of
the Municipal Water Supply at
Blackduck, Minnesota
March 23, 1938

The municipal water supply is obtained from two drilled wells which are situated in a pumphouse adjoining the rear of the General Minnesota Utility Company's building. One well in the east end of the pumproom may be (3) designated as # 1, and the other well which may be designated as well # 2 is (4) in the west end of the pumproom, 25 feet from well # 1. Water is pumped from the wells to the distribution system and to an elevated tank.

Location of the Source:

There is a valve pit in the pumproom about 8 feet from well # 1. This pit is 7 x 4 feet in plan and 5 feet deep. The sides and bottom are concrete and the top is covered with boards. This pit is drained by means of a sewer line which runs east through the pumproom, through the power plant and into the basement of the power plant where it leads to the sewer in the street east of the building. There is a water closet and a floor drain in the basement which are connected to this line.

The cooling water for the Diesel engines in the power plant is recirculated from a cooling pond outside of the building.

The water which is lost through evaporation, etc. is made up with water softened in a zeolite softener in the plant. When the softener is regenerated, the backwash water flows into a floor drain near the well. This floor drain connects to the sewer in the street north of the plant. The drains from the exhaust pits of the Diesel engines are also connected to the sewer line.

The cooling water return and discharge lines from the Diesel engines to the cooling pond run parrallel to the north side of the building about 4 feet from the wells. These lines are constructed of 2-inch iron pipe.

The oil for the Diesel engines flows from the storage tank through a pipe line to a sump which is located about 20 feet from the wells.

Source:

(3)

Well No. 1 is 109 feet in depth and is cased with a six-inch pipe. There is a shallow depression in the floor around the well casing and at the time of this investigation there was an accumulation of water and oil in it.

(4)

Well No. 2 is 117 feet in depth and is also provided with a six-inch casing. A screen, eleven feet in length, is connected to the bottom of the casing.

Pumps:

Water is drawn from the wells by means of deep-well pumps of the plunger type. Each pump has a rated capacity of 120 gallons per minute.

Distribution System:

The distribution system consists of 17 blocks of water main which distribute to 16 fire hydrants and 120 service connections. There is about one half block of street sewers and water pipe that are laid in the same trench, and there are also some installations of sewer and water pipe for house service in the same trench. There is a flush tank in the sewerage system and it is operated with city water.

Storage:

Pressure is maintained on the system by means of an elevated steel tank of 80,000 gallon capacity. The manhole opening into the tank is provided with a flush-type cover. The overflow on the tank is not screened.

Plumbing:

It was observed during the course of the investigation that there were plumbing fixtures which were designed and installed in such a way that they constitute a hazard to the water supply.

The plumbing includes drinking fountains of the bubbler type, fountains with the water inlet line passing through the drain of the fixture and lava-

tories with the faucet below the spill line of the fixture.

Cross Connections:

The City water is cross connected to the following units.

1. The exhaust pits for the Diesel engines.
2. The radiator of the Diesel engine which is connected to the sewer.
3. The cooling pond.
4. The zeolite softener.
5. A flush tank on the sewerage system.

Water supply outlets which can be submerged, such as those in lavatories, bath tubs, vats, etc., and direct cross connections will permit water to be back-siphoned or drained into the water-piping system. It is known that partial vacuums occur occasionally on water distribution systems when the system is drained and the normal pressure is relieved by breaks in the mains, by fire engine pumps, by opening the system for repairs, etc. When a partial vacuum is produced on the water-piping system, plumbing which is unsatisfactory either from the standpoint of design or installation, or both, may be a means whereby contamination may be drawn into the water distribution system.

It was not possible during this investigation, because of the limited time, to make a complete survey of all the plumbing that is connected to the water system. It is very likely, however, that there are other installations of faulty plumbing and other cross connections caused by faulty plumbing, similar to those mentioned in the preceding paragraphs.

Analytical Data: (See attached sheet)

Samples numbers 60200, 60201, and 60202 represent water collected from various points on the system. The bacteriological examination of these samples showed the water to be of a good sanitary quality as evidenced by the fact that organisms of the coli-aerogenes group were not found in 100 ml. amounts of the samples examined.

MINNESOTA DEPARTMENT OF HEALTH
Rural Health District No. 1.

Report on Investigation of Water Supply,
Blackduck, Minnesota.
December 3, 1940.

1. Ownership - Municipal.
2. Date of survey - March 23, 1938.
3. Investigations since Survey - Two.
4. Source - No change.
5. Pumphouses and Pumps:

The valves in the discharge lines have been relocated above the pumproom floor.

6. Storage - No change.
7. Distribution System:

Several blocks of new mains have been added to the system.

8. Pumping:

(3) A vertical turbine pump has been installed on well No. 1 replacing the deep-well pump. The new pump is rated at 60 gpm. The well casing was extended approximately 18 inches in order to provide a proper pump setting.

9. Analytical Results: (See attached sheet.)

Samples Nos. 66596 - 66599 inclusive, represent water collected at the pumphouse and from points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coli-aerogenes group were not found in 100 ml. portions of the samples examined.

10. Defects remaining on system:

1. The pumproom floor is below grade.
2. (a) A drain in the pit and one near the Zeolite softener are connected to

MINNESOTA DEPARTMENT OF HEALTH
Rural Health District No. 1

Report on Investigation of Water Supply
Blackduck, Minnesota
October 8, 1941

1. Ownership - Municipal
2. Date of survey - March 23, 1938
3. Investigations since survey - Three
4. Source - No change
5. Pumphouses and Pumps:
   1. The pit has been eliminated.
   2. A new concrete floor has been provided.
   3. The floor drain discharges through an air gap into the building sewer.
6. Storage - No change
7. Distribution System - No change
8. Pumping:
   A vertical turbine pump has been installed on well No. 2 replacing the deep-well pump. The new pump is rated at 60 gpm. The well casing was extended approximately 18 inches in order to provide a proper pump setting.
9. Analytical Results: (See attached sheet)
   Samples Nos. 69485-69487 and 69489 represent water collected from the wells and at various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coli-aerogenes group were not found in 100 ml. portions of the samples examined.
10. Defects remaining on system:
    1. Cooling water is circulated in pipe lines which lay about 4 feet from the wells. An oil sump is located about 20 feet from the wells.

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MINNESOTA DEPARTMENT OF HEALTH

DIVISION OF SANITATION

Analytical Examination of Water

NO.	TOWN, ETC.	MAP LOCATION	SPECIFIC LOCATION	SOURCE
85908	Blackduck	Pumphouse	Pump Discharge	Well #2
85909	"	School	Tap	Public
85910	"	Mobil Station	Tap	Public
85911	"	Holden's Station	Tap	Public

Specimen Number	85908	85909	85910	85911	
Station Number					
Collected by	MCP	MCP	MCP	MCP	
Date Collected	4/2/47	4/2/47	4/2/47	4/2/47	
Date Rec'd by Lab.	4/3/47	4/3/47	4/3/47	4/3/47	
BACTERIAL: Exam. by	HGO	HGO	HGO	HGO	
Bacteria per c.c. 37° C. 24 hours					
Coli-aerogenes group (100 ml.)	Negative	Negative	Negative	Negative	
Coli-aerogenes group (M.P.N. per 100 ml.)					
PHYSICAL: Exam. by					
Turbidity	22.	4.4			
Color	20.	20.			
CHEMICAL: Exam. by (parts per million except as noted)					
Total hardness	370.	14.			
Alkalinity	370.	390.			
pH value	7.0*	7.0**			
Iron	.36	.18			
Manganese	0	0			
Chlorides	0	1.			
Residual Chlorine					
Sulphates	0	0			
Fluorides	0	.1			
Dissolved Oxygen					
Biochemical Oxygen Demand (Five-day)	(A)				
Total solids					
Total suspended solids					
Settleable solids c.c. per liter					

MINNESOTA DEPARTMENT OF HEALTH
District No. 1
Bemidji Minnesota

Report on Investigation of Water Supply
Blackduck, Minnesota

June 15, 1948

1. Ownership - Municipal

2. Date of Survey - March 23, 1938

3. Investigations since survey - Eight

4. Source - No change

5. Pumphouses and Pumps--No change

6. Storage - No change

7. Distribution system - No change

8. Plumbing - No change

9. Analytical Results: (See attached sheet)

Samples Nos. 91831-91834, inclusive, represent water collected from well No. 2 and at various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality, as evidenced by the fact that organisms of the coliform group were not found in 100 ml. portions of the samples examined.

10. Defects remaining on system:

1. Chlorination is not provided for the treated water.
2. The filter waste lines are not vented.
3. Cooling water is circulated in pipe lines which lay about four feet from the wells. An oil sump is located approximately twenty feet from the wells.
4. There are certain features about the elevated tank which are not satisfactory:
   (a) The manhole cover is not properly constructed.
   (b) The tank overflow is not screened.

(7) 5. There is a cross connection to the private supply at the creamery and to the cooling systems in the power plant.

(8) 6. There are hazards due to faulty design and installation of plumbing fixtures.

Recommendations

Experience has shown that the combination of a power plant and water plant creates hazards to the water supply. In the limited space usually available, it is difficult to locate the wells at safe distances from the oil lines, drain lines, exhaust pits and other units which are essential to the operations of the power plant. Enlargement of the local power plant during the past year has further emphasized the need for separation of these two utilities. Consideration should be given to development of new wells on a site sufficiently removed from the present location.

The sanitary aspect of the present system, however, can be improved considerably by carrying out the following recommendations:

1. Chlorine disinfection should be provided for this supply. This apparatus should be so operated that there will be a residual of available chlorine of at least 0.4 parts per million at any point on the distribution system.
2. The filter waste lines should be vented to prevent back-siphonage.
3. The power plant cooling water, discharge and return lines, and oil lines and sump for the Diesel engines should be relocated above ground.
4. The elevated tank should be reconditioned as follows:
   (a) The elevated tank manhole should be fitted with a water-tight frame extending six inches above the roof. This frame should be provided with a water-tight cover overlapping and extending downward around the outside of the frame at least two inches. Welded construction is recommended.

MINNESOTA DEPARTMENT OF HEALTH
District No. 1
Bemidji Minnesota

Report on Investigation of Water Supply
Blackduck, Minnesota

November 30, 1950

1. Ownership: Municipal

2. Date of Survey: March 23, 1938

3. Investigations Since Survey: Nine

4. Date of Last Investigation: June 15, 1948

Rating of Supply at Last Investigation: 82

Change in Rating Since Last Investigation: Increased to 85

5. Source: This supply has been augmented by the addition of two new wells designated as Well No. 7 and Well No. 8 and located on Lots 1, 2, 3 and 4, Block 7, First Addition to Blackduck. The site on which the wells are located is, as far as could be determined at the time of the investigation, free from sources of contamination.

(9) Well No. 7, which is located in the south end of the new pumphouse, is 118 feet deep, cased with eight-inch pipe, and equipped with sixteen feet of eight-inch screen.

(10) Well No. 8, which is located in the north end of the new pumphouse, is 112 feet deep, cased with eight-inch pipe, and equipped with twelve feet of eight-inch screen.

228976

Each well has a static water level of forty feet and a drawdown of nineteen feet at a pumping rate of 100 gallons per minute.

6. Pumphouse and Pumps: The well and pumping equipment are located in a building of cement block construction. The discharge valve and tee are located above grade. The floor drainage and waste water from the softener discharge into a

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MINNESOTA DEPARTMENT OF HEALTH
SECTION OF ENVIRONMENTAL SANITATION

Analytical Examination of Water

NO.	TOWN, ETC.	MAP LOCATION	SPECIFIC LOCATION	SOURCE
832	Blackduck	Pumphouse	Pump discharge	Well No. 7
833	Blackduck	Pumphouse	Pump discharge	Well No. 8

Specimen Number	832	833				
Station Number						
Collected by	RHP	RHP	RHP			
Date Collected	12-21-49	12-21-49				
Date Rec'd by Lab.	12-28-49	12-28-49				
BACTERIAL: Exam. by						
Bacteria per c.c. 37° C. 24 hours						
Coliform group organisms — 100 ml. M.P.N. per 100 ml.						
PHYSICAL: Exam. by						
Turbidity	16.	34.				
Color	11.	17.				
Total Solids						
Total suspended solids						
Settleable solids c.c. per liter						
CHEMICAL: Exam. by (parts per million except as noted)						
Total hardness	370.	370.				
Alkalinity	410.	400.				
pH value	7.6	7.5				
Iron	.57	1.4				
Manganese	.21	.11				
Chlorides	1.0	1.				
Residual Chlorine						
Sulphates	2.9	3.5				
Fluorides	.26	.14				
Dissolved Oxygen						
Biochemical Oxygen Demand — Five-day						
Nitrate Nitrogen	<.1	<.1				
	(9)	(10) 228976				

12-22-52

MINNESOTA DEPARTMENT OF HEALTH
District No. 1
Bemidji Minnesota

Report on Investigation of Water Supply
Blackduck, Minnesota

November 11, 1952

1. Date of Last Investigation: September 24, 1951

2. Rating of Supply at Last Investigation: 85

3. Changes since Last Investigation:

a. The elevated tank has been provided with a manhole cover of the overlapping type and a screened elbow pointing downward on the overflow pipe as recommended.

b. The elevated tank has been painted.

(8) c. The unsafe connection at the power plant has been eliminated.

d. The opening around the drawdown gauge pipe in the base of Well No. 8 has been sealed as recommended.

e. The piping in the pumphouse has been provided with a protective coating to reduce condensation and prevent rusting.

f. The pumphouse door is now kept locked.

g. The pump bases are not grouted into place to form a water-tight seal between each pump base and its concrete foundation.

h. There is a hole in the base plate of Well No. 7, the north well, which is filled with a wooden plug.

i. The brine solution for the softener contained no chlorine residual.

4. Analytical Results: (See attached sheet)

Samples Nos. 3223 and 6831-6834, inclusive, represent water collected from Wells Nos. 7 and 8 and at various points on the distribution system. The bacteriological examination of these samples showed the water to be

11/7/56

MINNESOTA DEPARTMENT OF HEALTH
District No. 1
Bemidji Minnesota

Report on Investigation of Water Supply
Blackduck, Minnesota

November 7, 1956

1. Date of Last Investigation: April 25, 1955.

2. Rating of Supply at Last Investigation: 92.

3. Changes Since Last Investigation:

(11) 226430 A new municipal well has been drilled but the pump has not been installed and the well has not been connected to the system. This well, designated as Well No. 3, is located approximately 62 feet west of the pumphouse and 25 feet south of the water tower.

The well is 130 feet deep, cased with 12 inch pipe and equipped with 22 feet of 12 inch screen. The static water level is 41 feet below the surface of the ground and the drawdown is 31 feet when pumping at a rate of 140 gallons per minute for 24 hours.

It is proposed to provide a submersible pump and an underground discharge.

4. Analytical Results: (See attached sheet)

Samples Nos. 8329-8331, inclusive, represent water collected from Wells Nos. 1 and 2 and at various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coliform group were not found in the portions of the samples examined.

Sample No. 7730 represents water collected from the new well during the time it was being test-pumped. The physical examination of this

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MINNESOTA DEPARTMENT OF HEALTH

DIVISION OF ENVIRONMENTAL SANITATION

Analytical Examination of Water

NO.	TOWN, ETC.	MAP LOCATION	SPECIFIC LOCATION	SOURCE
7730	Blackduck			New Drilled Well
8329	"	Pumphouse	Pump Discharge	Well No. 1 (formerly No. 7)
8330	"	"	"	Well No. 2 (formerly No. 8)
8331	"	Holden's Serv. Stn.	Men's Lav. Tap	Public
8332	"	High School	Boiler Room Sink Tap	"

	7730	8329	8330	8331	8332
Specimen Number					
Station Number					
Collected by	Mueller	RHP	RHP	RHP	RHP
Date Collected	9-23-56	11-7-56	11-7-56	11-7-56	11-7-56
Date Rec'd by Lab.		11-9-56	11-9-56	11-9-56	11-9-56
BACTERIAL: Exam. by		HCO	HCO	HCO	HCO
Bacteria per c.c. 37° C. 24 hours					
Coliform group / organisms — 100 ml. / M.P.N. per 100 ml.		0	0	0	0
PHYSICAL: Exam. by					
Turbidity	30				
Color	23				
Total Solids					
Total suspended solids					
Settleable solids c.c. per liter					
CHEMICAL: Exam. by (parts per million except as noted)					
Total hardness	370				
Alkalinity	400				
pH value					
Iron	3.4				
Manganese	0.22				
Chlorides	0				
Residual Chlorine					
Sulphates	53				
Fluorides	0.2				
Dissolved Oxygen					
Biochemical Oxygen Demand — five-day					
Nitrate Nitrogen	1				

(11) 2504HC

2-17-61

MINNESOTA DEPARTMENT OF HEALTH
District I
Bemidji Minnesota

Report on Investigation of Municipal Water Supply
Blackduck, Minnesota
January 17, 1961

Date of last investigation - January 19, 1960

Rating at last investigation - 93

Changes since last investigation -

328976
(10)

Well No. 2 has been increased in depth 15 feet. This well is now 130 feet in depth, cased with eight inch pipe to a depth of 107 feet and provided with 23 feet of eight inch screen. Water is now drawn from the well by means of a submersible pump of approximately 70 gallons per minute capacity. The well has a static water level of 47 feet and a drawdown of 9 feet when pumped at 70 gallons per minute.

Analytical data - (See attached sheet)

Samples Nos. 890-894, inclusive, represent water collected from wells and at various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coliform group were not found in the samples examined.

Sanitary defects -

There are hazards due to the faulty design and installation of plumbing fixtures.

Recommendations -

1. Consideration should be given to the adoption and enforcement of the Minnesota Plumbing Code as a local ordinance.

MINNESOTA DEPARTMENT OF HEALTH
DIVISION OF ENVIRONMENTAL SANITATION

ANALYTICAL DATA

Samples Collected By G. I. Goldschmidt

Field Number	Town, County, Etc.	Sampling Point and Source of Sample
a 3416	Blackduck	Pumphouse, Pump Discharge, Well No. 1
b 3417	Blackduck	Pumphouse, Pump Discharge, Well No. 2
c 3418	Blackduck	Pumphouse, Pump Discharge, Well No. 3
d 3419	Blackduck	Pumphouse, Finished Water, Public
e		
f		

Sample Number	a 3416	b 3417	c 3418	d 3419	e	f
Date Collected	9-29-62	9-29-62	9-29-62	9-29-62		
Time Collected						
Temperature F	44°	44°	46°	44°		
Date Received by Lab.	10-10-62	10-10-62	10-10-62	10-10-62		
BACTERIAL: Exam. by						
Bacteria per ml. 35° C. 24 hours						
Coliform group / organisms — 100 ml. / M.P.N. per 100 ml.						
*PHYSICAL & CHEMICAL: Exam. by						
Settleable solids ml. per liter	(9)	(10)	(11)			
Total Solids Dissolved		238970	236430			
Total Volatile Matter						
Suspended Solids						
Suspended Volatile Matter						
Turbidity						
Color						
Total hardness as $CaCO_3$	370	380	350	10		
Alkalinity as $CaCO_3$	210	400	380	390		
pH value	7.6	8.4	7.8	8.7		
Iron	2.7	3.0	2.5	.27		
Manganese	.02	.02	.02	.02		
Chlorides	.5	.5	.5	.5		
Residual Chlorine						
Sulphates	2.5	1	1.3	2.5		
Fluorides	.22	.19	.16	.22		
Dissolved Oxygen						
Biochemical Oxygen Demand — five-day						
Phosphorus						
Ammonia Nitrogen						
Organic Nitrogen						
Nitrite Nitrogen						
Nitrate Nitrogen						
Surfactant as ABS	1	1	1	1		
Calcium as $CaCO_3$	.1	.1	.1	.1		
pH at Stability	220	230	200	4.0		
	7.6	7.2	7.4	9.1		

* Results are in milligrams per liter except as noted.

MINNESOTA DEPARTMENT OF HEALTH
District I
Bemidji Minnesota

Report on Investigation of Municipal Water Supply
Blackduck, Minnesota

February 27, 1973

Date of last investigation - February 16, 1972

Rating at last investigation - 91

2399125
(12)

Changes since last investigation -

1. A new well, designated Well No. 4, has been drilled approximately 40 feet west of the water treatment plant. The well is 130 feet in depth and cased with 12 inch pipe. Thirty feet of well screen have been installed. The static water level is 44 feet below grade, and the drawdown is 9 feet at a pumping rate of 150 gallons per minute. The well is equipped with a submersible pump which has a rated capacity of 150 gallons per minute; and water is directed through an underground discharge to the existing treatment plant. The well is located on a well drained site and has been equipped with a satisfactory casing vent. The well has not been provided with a concrete platform.

2. The fluoride feed equipment was not in operation on the date of the investigation.

Analytical data - (See attached sheet)

Samples Nos. 3947-3952, inclusive, represent water collected from the wells and various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coliform group were not found.

Sample No. 5658 represents water collected from the distribution system. The chemical analysis of this sample showed the water to be very soft, very low in iron, and below the recommended range for fluoride ion content.

MINNESOTA DEPARTMENT OF HEALTH
DIVISION OF ENVIRONMENTAL HEALTH

ANALYTICAL DATA

Samples Collected By Larry D. Colc — Report To District I, Bemidji

Field Number	Town, County, Etc.	Sampling Point and Source of Sample
a 5658	Blackduck, Beltrami County	School, Drinking Fountain, Public Supply
b 5868	Blackduck, Beltrami County	Well No. 4, Pump Discharge, Public Supply
c		
d		
e		
f		

This line for Lab. use only. Sample Number	a 5658	b 5868	c	d	e	f
Date Collected	3-12-73	2-27-73				
Time Collected						
Temperature °F						
Date Received by Lab.	3-14-73	3-19-73				
Coliform group organisms — M.P.N. per 100 ml.						
Coliform group organisms — Con. ☐ Comp. ☐						
Coliform group organisms — M.F.C. per 100 ml.						
Total Solids						
Turbidity						
Color						
Total hardness as $CaCO_3$	30	400				
Alkalinity as $CaCO_3$		400				
pH value		7.0				
Iron	0.02	1.2				
Manganese		0.09				
Chloride		7.0				
Residual Chlorine						
Sulphate		<5.0				
Fluoride	0.27	0.2				
Total Phosphorus						
Nitrite Nitrogen						
Nitrate Nitrogen		<1.0				
Methylene Blue Active Sub. as ABS		<0.1				
Calcium as $CaCO_3$		240				
Sodium		14				
Potassium		3.0				
Spec. Cond. µmhos/cm @ 25 °C		830				
[illegible] @ 60 °F		8.4				
		(2) 249925				

* Results are in milligrams per liter except as noted.

MINNESOTA DEPARTMENT OF HEALTH
District - Northwestern
Bemidji, Minnesota

Report on Investigation of Municipal Water Supply
Blackduck, Minnesota

1. Name of Water Supply System: Blackduck Municipal Water Works
2. Plant Classification: C
3. Telephone Number: Clerk (office) 835-4803 ____ Water Supt. (office) ____ Clerk (home) ____ Water Supt. (home) 835-4452
4. Location (city, county): Blackduck, Beltrami County
5. Person Contacted: Roger Larson
6. Water Superintendent and Classification: Roger Larson (G)C
7. Population: 610
8. Date of Survey: 4-18-74 & 5-16-74
9. Date of Previous Survey: June 6, 1973
10. Population Served: 700
11. Service Connections: 223 - Metered
12. Ownership: Municipal
13. Source: Ground Water
14. Plumbing Code: ☐ Adopted ☐ Adopted with permits and inspections ☒ Not adopted
15. Storage (list separately): 50,000 gallons - elevated
15a. Booster Pump (Type, Size, and Line Location): 150 gal/min centrifugal off rapid sand filter
16. Maximum Daily Consumption: 80,000 gallons
17. Average Daily Consumption: 60,000 gallons
18. Treatment Used
- ☐ Disinfection
- ☒ Aeration - Tray
- ☒ Filtration - Gravity Rapid Sand
- ☐ Coagulation
- ☐ Taste and Odor
- ☐ Recarbonation
- ☐ Ammoniation
- ☒ Softening - Pressure Zeolite Filter
- ☐ Sedimentation
- ☒ Fluoridation- Hydrofluosilicic Acid
- ☐ Corrosion Control and Stabilization
- ☐ Other (describe)

238976 236420 237825

19. Well Data*

	(10) 2	(11) 3	(12) 4										
a) Well Number													
b) Year Installed	1950	1956	1973										
c) Casing Diameter	8"	12"	12"										
d) Casing Depth	107'	108'	100'										
e) Well Depth	130'	130'	130'										
f) Screen Length	23'	22'	30'										
g) Static Level	47'	41'	44'										
h) Drawdown	9'	31'	9'										
i) Pump (type & cap.)	Sub70	Sub140	Sub150										

*Report well logs on separate sheet, if available.

MINNESOTA DEPARTMENT OF HEALTH
DIVISION OF ENVIRONMENTAL HEALTH

ANALYTICAL DATA

Samples Collected By A. J. Starin Report To

Field Number	Town, County, Etc.	Sampling Point and Source of Sample
a 1735	Blackduck Beltrami County	Water Plant discharge tap Well No. 2.
b 1736	Blackduck Beltrami County	Water Plant discharge tap Well No. 3.
c 1737	Blackduck Beltrami County	Water Plant softener effluent finished water.
d		
e		
f		

This line for Lab. use only. Sample Number	a 1735	b 1736	c 1737	d	e	f
Date Collected 10-24-75						
Time Collected						
Temperature °F						
Date Received by Lab.	11-4-75					
Coliform group organisms — M.P.N. per 100 ml. Cou. ☐ Comp. ☐ M.F.C. per 100 ml.						
Total Solids						
Turbidity	52	29	2.3			
Color	350	250	20			
Total hardness as $CaCO_3$	490	410	35			
Alkalinity as $CaCO_3$	400	410	410			
pH value Lab.	7.4	7.3	7.6			
Iron	6.2	2.9	.08			
Manganese	0.08	0.10	< .02			
Chloride	3.3	1.5	1.3			
Residual Chlorine						
Sulphate	6.6	7.1	6.7			
Fluoride	0.18	0.18	0.70			
Total Phosphorus						
Nitrite Nitrogen						
Nitrate Nitrogen	< 1.0	< 1.0	1.0			
Methylene Blue Active Sub. as ABS						
Calcium as $CaCO_3$	230	240	13			
Sodium	13	13	190			
Potassium	4.5	4.4	5.1			
Spec. Cond. µmhos/cm @ 25 °C.	670	630	660			
pH @ 60 °F						
Mg as $CaCO_3$	170	170	22			
	(10) 228976	(11) 236495				

* *Results are in milligrams per liter except as noted.*

storage facilities.

5. The operator should continue to attend the school for water works operators held in the spring of each year in Minneapolis, or the regional school held within the district.

2289710 (D) 6. Well No. 2 is the well located in the southwest corner of the treatment plant.

2310430 (11) Well No. 3 is the well located to the southwest of the elevated storage tank.

2299925 (12) Well No. 4 is located between the elevated storage tank and the treatment plant.

Larry D. Cole, Regional Engineer
Environmental Field Services

Approved: Eugene Jourdan, Regional Supvr.
Environmental Field Services

DEPARTMENT OF HEALTH

Protecting, Maintaining and Improving the Health of All Minnesotans

Old Municipal Well Report for Blackduck

PWSID: 1040014

MDH

March 2019

Minnesota Department of Health
Environmental Health in Minnesota

MDH Public Water Supply Sources Report

PWSID: **1040014**
PWS Name: **Blackduck**
PWS Type: **Community**
PWS Status: **Active**

Public Water Supply Sources: Information from MNDWIS and CWI (sorted by Sample Point ID)
Source Type Codes: **GW** = Ground water; **SW** = Surface water; **GUI** = Ground water under influence
Location Source: **MGS** = digitized by the MN Geological Survey; * indicates imcomplete records
O* = duplicate in Old Municipal Well Data; **R*** = duplicate in MNDWIS PWS Sources Removed from Flow; **S*** = duplicate in MNDWIS PWS Sources in Flow;

MNDWIS PWS SOURCES IN FLOW

Source Info							MNDWIS Data				CWI Data			
Sample Point ID	Name	Type	Availability	Status	Well No. (link to Well Log (s))	Location Info (link to Map)	Drill Year	Depth (in feet)	Case Depth (in feet)	Case Diam. (in inches)	Drill Date	Depth Completed (in feet)	Case Depth (in feet)	Case Diam. (in inches)
S04	**Well #5**	GW	Primary	Active	415804	04/15/2010 (J. Walsh)	1985	191	161	8	08-23-1985	191	161	8
S07	**Well #8**	GW	Primary	Active	769253	07/28/2009 (K. Jorgensen)	2008	215	190	8	12-01-2008	215	190	8

MNDWIS PWS SOURCES REMOVED FROM FLOW

Source Info							MNDWIS Data				CWI Data			
Sample Point ID	Name	Type	Availability	Status	Well No. (link to Well Log (s))	Location Info (link to Map)	Drill Year	Depth (in feet)	Case Depth (in feet)	Case Diam. (in inches)	Drill Date	Depth Completed (in feet)	Case Depth (in feet)	Case Diam. (in inches)
S01	**Well #2**	GW	Sealed	Inactive	228976 **O***	04/08/1999 (T. Johnson)	1957	124	101	8	10-20-1957	124		8
S02	**Well #3**	GW	Sealed	Inactive	236430 **O***	07/12/2001 (T. Johnson)	1956	130	108	12	10-01-1956	130	108	12
S03	**Well #4**	GW	Sealed	Inactive	239925 **O***	04/08/1999 (T. Johnson)	1973	130	100	12	00-00-1973	130	100	12
S05	**Well #6**	GW	Sealed	Inactive	680143 **O***	12/02/2002 (K. Jorgensen)	2003	190	160	8	04-30-2003	190	160	8
S06	**Well #7**	GW	Sealed	Inactive	680141 **O***	12/02/2002 (K. Jorgensen)	2003	170	122	8	04-28-2003	170	122	8

MNDWIS and CWI data value discrepancies in preceding tables are shown in **RED** (0 or null values excepted).

Old Municipal Wells

The following tables show information on wells whose existence (or previous existence) has not yet been confirmed.

OLD MUNICIPAL Well Data

Well Search Reference	Name(s)	Unique Well Number	Drilled Depth (ft.)	Completed Depth (ft.)	Depth Cased (ft.)	Casing Diameter (in.)	Year Constructed	Construction Type	Year Out of Service	Sealing Record?	Year Sealed	Location Info	Comments
Well A			60			4	Before 1917					Basement of the power plant	Owned by the Blackduck

OLD MUNICIPAL Well Data

Well Search Reference	Name(s)	Unique Well Number	Drilled Depth (ft.)	Completed Depth (ft.)	Depth Cased (ft.)	Casing Diameter (in.)	Year Constructed	Construction Type	Year Out of Service	Sealing Record?	Year Sealed	Location Info	Comments
												at the corner of Railroad Avenue and First Street.	Electric Co. Possibly abandoned 1924
Well B			85		85	6	1919					Basement of the power plant at the corner of Railroad Avenue and First Street. 30 ft east of Well A.	Owned by the Blackduck Electric and Telephone Company. Possibly abandoned 1924
Well C	Well No. 1		120			6	1924					Pump station near the center of the city. Pumphouse adjoining the rear of the General Minnesota Utility Company's building. East end.	
Well D	Well No. 2	228976 R*	130		107	8	1924					Pump station near the center of the city. Pumphouse adjoining the rear of the General Minnesota Utility Company's building. West end. 25 ft from Well No. 1	Sealed
Well E	Well No. 7		118			8	1950					South end of the new pumphouse. Lots 1-4, Block 7, First Addition	
Well F	Well No. 8		112			8	1950					Lots 1-4, Block 7, First Addition North end of the new pumphouse	
Well G	Well No. 3	236430 R*	130			12	1956	Cable Tool/Bored				62 ft W of the pump house and 25 ft S of the water tower	Sealed
Well H			170		122	8	2003	Rotary/Drilled			2009		

OLD MUNICIPAL Well Data

Well Search Reference	Name(s)	Unique Well Number	Drilled Depth (ft.)	Completed Depth (ft.)	Depth Cased (ft.)	Casing Diameter (in.)	Year Constructed	Construction Type	Year Out of Service	Sealing Record?	Year Sealed	Location Info	Comments
	CWI Blackduck 6	680141 R*											Sealed 2009
Well I	CWI Blackduck 7	680143 R*	195		160	8	2003	Rotary/Drilled			2009		Sealed 2009
Well J	CWI Blackduck	195199	180			4							4 inch test well
Well K	CWI Blackduck	195198	180			2	1985						2 inch observation well
Well L	CWI Blackduck 1	239925 R*	130		100	12	1973	Cable Tool/Bored					Sealed

Databases Searched	Remarks
County Well Index (1-mile radius); MDH DWP Microfiche; MDH 1988-2002 Muni Well Inventory (1Suite); Biennial Report of the MN State Dairy and Food Commissioner-1907; Minnesota Geological Survey City Well File Folders; MGS Bulletin (22, 27, 31, or 32); MDH DWP MNDWIS; MN Historical Soc.- Fire Underwriters Insp. Bureau (Fisher) historical map ; Sanborn Fire Insurance Maps; MDH WELLS	

Old Municipal Well Data Compiled By: **Mara Boulanger** Compiled Date: **3/29/2019 2:55:06 PM**

OLD MUNICIPAL Well Data - no RAW HYDRO data found.

Source: MN Dep't. of Health - 3/29/2019

Use of MDH Public Water Supply Sources Report

The report you have received shows three classes of Public Water Supply wells:

- In Use (actively used)
- Removed From Flow (for back-up or emergency use; may be disconnected from PWS)
- **Old Municipal Wells (unused wells with no documented location, unique ID number, and/or well sealing record)**

Old Municipal Wells are unsealed, abandoned wells. These wells pose a risk of contamination to existing wells and aquifers. According to State Well Code and under the terms of your Wellhead Protection Plan, your PWS may need to identify, locate, and properly seal Old Municipal Wells within your Drinking Water Supply Management Area, to current MDH standards. While historical records may indicate that some of these wells were "capped", "abandoned", or "sealed" in the past, unless it can be shown that the sealing was performed to current standards, they may need to be located, cleaned out, and sealed properly with a well sealing record issued.

The report lists database references that were searched to compile the report. Under "Remarks" are notes and questions to help you with this process. State grant funding is available to help fund sealing of these old public water supply wells.

If you have questions, please talk to your MDH Planner or Hydrologist to address your PWS's specific issues. This report is not intended to be the "last word" on the status of Old Municipal Wells and your input will be critical in successfully finding and sealing these potential sources of contamination.

Restart

Blackduck

6/22/17

to

~~4/21/82~~

8/8/83

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY FOR BLACKDUCK

June 22, 1917.

Well A

The water supply for Blackduck is obtained from a four inch drilled well, 60 feet in depth, owned by the Blackduck Electric Co. The well is located in the basement of the power plant at the corner of Railroad Avenue and First Street.

The well is surrounded at the floor surface by a pit 6 by 10 feet in plan and 8 feet deep. From the bottom of this pit an excavation 4 by 4 feet in plan and 20 feet deep has been made around the well. This lower pit was formerly a portion of an old dug well. Waste water from the steam engine and boiler feed pumps, much of it containing oil, is discharged into this pit. In addition, the pit is open at the surface, permitting waste water from the floor to drain into it. This water gathers in the lower pit. It is allowed to accumulate until it reaches the floor of the upper pit upon which the horizontal duplex steam pumps are located. This waste water is then ejected from the pit by means of a steam syphon.

In March, 1917, the water discharged from the pump contained oil. It was concluded that there was a leak or opening in the 4" well casing which permitted the entrance of the waste water from the pit. A three inch casing and screen was then installed inside the old four inch casing. This three inch casing is connected to the pump by means of screwed or flanged connections.

The water is pumped into a 60,000 gallon elevated steel tank and into the village distribution system, consisting of approximately 6800 feet of water mains, supplying about 75 connections.

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY OF BLACKDUCK
May 21, 1919.

Well B

Field Survey: This water supply is obtained from a new drilled well, 85 feet in depth, installed in February, 1919. It is located in the basement of the power plant at the corner of Railroad Avenue and First Street at a point about thirty

Well A

feet east of the old well described in the report on the previous investigation of June 22, 1917. This well is owned by the Blackduck Electric and Telephone Company. A stratigraphic section of this well shows the following formations: clay, 35 feet; quicksand, 5 feet; clay, 30 feet; gravel, 15 feet. The normal water level in the well is about 26 feet below the floor level. The well is cased with a 6 inch iron pipe thruout its entire depth. The casing extends to a point about 4 inches above the floor of the pumping station which is about level with the grade line of the building. Water is drawn from the well by means of an A. O. Cook (Lawrenceburg, Ind.) deep well type pump having a rated capacity of 68 gallons per minute. This pump is owned by the Village. The pump head is set on concrete piers 12 inches in height so that it is directly over the well casing. The 4-1/2 inch drop pipe extends into the well to a depth of about 77 feet. The well casing is attached to the pump head by means of watertight flange connections. The pump discharges into the distribution system, while the overflow collects in an elevated steel tank. The distribution system consists of 6800 feet of water mains which distribute

Blackduck 10285 a 8

MINNESOTA STATE BOARD OF HEALTH
Division of Sanitation
REPORT ON WATER SUPPLY OF BLACKDUCK
February 8, 1924.

This water supply is obtained from two drilled wells 120 feet in depth, located at the pump station near the center of the city. The old original well has been abandoned and disconnected from the system. Well No. 2 was supplying water on the date of this investigation; well No. 1 was not in use on account of a shortage in water believed to be due to sand clogging the screen. The wells are cased with 6 inch pipe to a point about 6 inches above the pump room floor, where satisfactory water tight connections are made to the pumps. The water is pumped to an elevated steel tank of 80,000 gallon capacity, from which it is distributed by gravity for public consumption. The discharge pipes pass through a valve pit approximately 5 feet in depth and 5 feet by 5 feet in plan. A connection to the sewerage system has been made for the purpose of draining this pit. On account of the possibility of sewage backing up into this pit the sanitary aspect is not considered satisfactory.

Analytical Data: See analytical sheet. Samples Nos. 22116, 22117, 22118, and 22119 represent water collected at the pump station and various points on the distribution system. The bacteriological examination of these samples shows the water to be of good sanitary quality as evidenced by the absence of the B. coli group in 100 c.c. amounts in all cases except one. The presence of the B. coli group in 100 c.c. amounts in Sample No. 22118 is interpreted as being due to local conditions and has no sanitary significance. The physical examination of Sample No. 22116 shows a water of relatively high turbidity, moderate color and free from odor. The chemical examination shows a relatively hardwater with an

MINNESOTA DEPARTMENT OF HEALTH
Division of Sanitation

Report on the Investigation of
the Municipal Water Supply at
Blackduck, Minnesota
March 23, 1938

The municipal water supply is obtained from two drilled wells which are situated in a pumphouse adjoining the rear of the General Minnesota Utility Company's building. One well in the east end of the pumproom may be designated as # 1, and the other well which may be designated as well # 2 is in the west end of the pumproom, 25 feet from well # 1. Water is pumped from the wells to the distribution system and to an elevated tank.

Well C

Well D

Location of the Source:

There is a valve pit in the pumproom about 8 feet from well # 1. This pit is 7 x 4 feet in plan and 5 feet deep. The sides and bottom are concrete and the top is covered with boards. This pit is drained by means of a sewer line which runs east through the pumproom, through the power plant and into the basement of the power plant where it leads to the sewer in the street east of the building. There is a water closet and a floor drain in the basement which are connected to this line.

The cooling water for the Diesel engines in the power plant is recirculated from a cooling pond outside of the building.

The water which is lost through evaporation, etc. is made up with water softened in a zeolite softener in the plant. When the softener is regenerated, the backwash water flows into a floor drain near the well. This floor drain connects to the sewer in the street north of the plant. The drains from the exhaust pits of the Diesel engines are also connected to the sewer line.

The cooling water return and discharge lines from the Diesel engines to the cooling pond run parrallel to the north side of the building about 4 feet from the wells. These lines are constructed of 2-inch iron pipe.

The oil for the Diesel engines flows from the storage tank through a pipe line to a sump which is located about 20 feet from the wells.

Source:

Well C Well No. 1 is 109 feet in depth and is cased with a six-inch pipe. There is a shallow depression in the floor around the well casing and at the time of this investigation there was an accumulation of water and oil in it.

Well D Well No. 2 is 117 feet in depth and is also provided with a six-inch casing. A screen, eleven feet in length, is connected to the bottom of the casing.

Pumps:

Water is drawn from the wells by means of deep-well pumps of the plunger type. Each pump has a rated capacity of 120 gallons per minute.

Distribution System:

The distribution system consists of 17 blocks of water main which distribute to 16 fire hydrants and 120 service connections. There is about one half block of street sewers and water pipe that are laid in the same trench, and there are also some installations of sewer and water pipe for house service in the same trench. There is a flush tank in the sewerage system and it is operated with city water.

Storage:

Pressure is maintained on the system by means of an elevated steel tank of 80,000 gallon capacity. The manhole opening into the tank is provided with a flush-type cover. The overflow on the tank is not screened.

Plumbing:

It was observed during the course of the investigation that there were plumbing fixtures which were designed and installed in such a way that they constitute a hazard to the water supply.

The plumbing includes drinking fountains of the bubbler type, fountains with the water inlet line passing through the drain of the fixture and lava-

MINNESOTA DEPARTMENT OF HEALTH
Division of Sanitation

Sanitation Rating of Black Duck Water Supply

Owner Municipal Date March 28, 1946

	Perfect Score	As Found	As Recommended	See Recommendation No. in Attached Report
(A) Source				
Bacteriological safety) Adequacy of treatment)	30	28		
Physical quality	2	2		
Chemical quality	4	2		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Penalty deducted	0			
Total	40	36	38	
(B) Prime Moving Equipment				
Well or intake	8			
Pumps	7			
Piping arrangement	5			
Reservoirs	7			
Equipment housing	3			
Sub-total	30			
Penalty deducted	0			
Total	30	30	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	2		
Plumbing	3	1½		
Hydrants	1	1		
Storage	4	3		
Pressure	2	2		
Tap-water quality	3	3		
Sub-total	20			
Penalty deducted	0			
Total	20	15½	18½	
(D) Operation and Operators				
Control of plant	5	4		
Condition of plant	3	3		
Training and experience	2	1		
Sub-total	10			
Penalty deducted	0			
Total	10	8	8	
GRAND TOTAL AND RATING	100	88½	94½	

Grade A: Ratings from 90 and upward. Indicates a high degree of safety.
Grade B: Ratings from 80 to 90. Indicates a reasonable degree of protection
Grade C: Ratings from 70 to 80. Indicates that there are serious hazards in the supply that demand attention. Any grade below "C" portrays a dangerous condition of the supply from which serious consequences can develop. Emergency measures for immediate protection of the supply are recommended under those circumstances and prompt action should be taken to provide a permanent remedy of the defects.

MINNESOTA DEPARTMENT OF HEALTH
Division of Sanitation

Sanitation Rating of Blackduck Water Supply

Owner Municipal Date April 2, 1947

	Perfect Score	As Found	As Recommended	See Recommendation No. in Attached Report
(A) Source				
Bacteriological safety)				
Adequacy of treatment)	30	25	30	1
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Penalty deducted	0			
Total	40	35	40	
(B) Prime Moving Equipment				
Well or intake	8	4	8	3
Pumps	7	7		
Piping arrangement	5	4	5	2
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Penalty deducted	0			
Total	30	25	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	3	5, 6
Hydrants	1	1		
Storage	4	2.5	4	4
Pressure	2	2		
Tap-water quality	3	3		
Sub-total	20			
Penalty deducted	0			
Total	20	14	18	
(D) Operation and Operators				
Control of plant	5	4		
Condition of plant	3	3		
Training and experience	2	1		
Sub-total	10			
Penalty deducted	0			
Total	10	8	8	
GRAND TOTAL AND RATING	**100**	82	96	

Grade A: Ratings from 90 and upward. Indicates a high degree of safety.
Grade B: Ratings from 30 to 90. Indicates a reasonable degree of protection
Grade C: Ratings from 70 to 80. Indicates that there are serious hazards in the supply that demand attention. Any grade below "C" portrays a dangerous condition of the supply from which serious consequences can develop. Emergency measures for immediate protection of the supply are recommended under these circumstances and prompt action should be taken to provide a permanent remedy of the defects.

MINNESOTA DEPARTMENT OF HEALTH

DIVISION OF WATER SUPPLY AND PLUMBING

Sanitation Rating of Blackduck Water Supply

Owner Municipal Date June 15, 1948

	Perfect Score	As Found	As Recommended	See Recommendation No. in Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	30	25	30	1
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	35	40	
(B) Prime Moving Equipment				
Well or intake	8	4	8	3
Pumps	7	7		
Piping arrangement	5	4	5	2
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	25	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	3	5, 6
Hydrants	1	1		
Storage	4	2.5	4	4
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	14	18	
(D) Operation and Operators				
Control of system	5	4		
Condition of system	3	3		
Training and experience	2	1		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	8	8	
GRAND TOTAL AND RATING	100	82	96	

Grade A: 90 and upward - high degree of safety.
Grade B: 85 to 89 - moderately high degree of safety.
Grade C: 80 to 84 - moderately safe - improvement needed.
Grade D: 70 to 79 - low degree of safety - improvement urgent.
Grade E: 69 and lower - very dangerous condition, emergency measures recommended.

MINNESOTA DEPARTMENT OF HEALTH
District No. 1
Bemidji Minnesota

Report on Investigation of Water Supply
Blackduck, Minnesota

November 30, 1950

1. Ownership: Municipal

2. Date of Survey: March 23, 1938

3. Investigations Since Survey: Nine

4. Date of Last Investigation: June 15, 1948

Rating of Supply at Last Investigation: 82

Change in Rating Since Last Investigation: Increased to 85

5. Source: This supply has been augmented by the addition of two new wells designated as Well No. 7 and Well No. 8 and located on Lots 1, 2, 3 and 4, Block 7, First Addition to Blackduck. The site on which the wells are located is, as far as could be determined at the time of the investigation, free from sources of contamination.

Well E Well No. 7, which is located in the south end of the new pumphouse, is 118 feet deep, cased with eight-inch pipe, and equipped with sixteen feet of eight-inch screen.

Well F Well No. 8, which is located in the north end of the new pumphouse, is 112 feet deep, cased with eight-inch pipe, and equipped with twelve feet of eight-inch screen.

Each well has a static water level of forty feet and a drawdown of nineteen feet at a pumping rate of 100 gallons per minute.

6. Pumphouse and Pumps: The well and pumping equipment are located in a building of cement block construction. The discharge valve and tee are located above grade. The floor drainage and waste water from the softener discharge into a

MINNESOTA DEPARTMENT OF HEALTH
DIVISION OF WATER SUPPLY AND PLUMBING

Sanitation Rating of Blackduck Water Supply

Owner Municipal Date 11-30-50

	Perfect Score	As Found	As Recommended	See Recommendation No. In Attached Report
(A) Source				
Sanitary Safety Adequacy of treatment	30	30		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	4	5	1
Reservoirs	7	7		
Equipment housing	3	2	3	4
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	28	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	3	6
Hydrants	1	1		
Storage	4	2.5	4	2
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0	5	0	3
Total	20	9	18	
(D) Operation and Operators				
Control of system	5	4		
Condition of system	3	3		
Training and experience	2	1		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	8	8	
GRAND TOTAL AND RATING	100	85	96	

Grade A: 90 and upward - high degree of safety.
Grade B: 85 to 89 - moderately high degree of safety.
Grade C: 80 to 84 - improvement needed.
Grade D: 70 to 79 - improvement urgent.
Grade E: 69 and lower - very dangerous condition, emergency measures recommended.

MINNESOTA DEPARTMENT OF HEALTH

DIVISION OF WATER SUPPLY AND PLUMBING

Sanitation Rating of Blackduck Water Supply

Owner Municipal Date September 24, 1951

	Perfect Score	As Found	As Recommended	See Recommendation No. In Attached Report
(A) Source				
Sanitary Safety } Adequacy of treatment }	30	30		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	4	5	a
Reservoirs	7	7		
Equipment housing	3	2	3	d
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	28	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	3	f
Hydrants	1	1		
Storage	4	2.5	4	b
Pressure	2	2		
Tap water quality	3	2	3	
Sub-total	20			
Hazard adjustment factor deducted	0	5	0	c
Total	20	9	18	
(D) Operation and Operators				
Control of system	5	4		
Condition of system	3	3		
Training and experience	2	1		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	8	8	
GRAND TOTAL AND RATING	100	85	96	

Grade A: 90 and upward - high degree of safety.
Grade B: 85 to 89 - moderately high degree of safety.
Grade C: 80 to 84 - improvement needed.
Grade D: 70 to 79 - improvement urgent.
Grade E: 69 and lower - very dangerous condition, emergency measures recommended.

MINNESOTA DEPARTMENT OF HEALTH

DIVISION OF MUNICIPAL WATER SUPPLY

Sanitation Rating of Blackduck Water Supply

Owner Municipal Date November 11, 1952

	Perfect Score	As Found	As Recommended	See Recommendation No. In Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	30	25	30	c
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	35	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	1	7	a, b, d,
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	24	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	3	e
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	~~15.5~~	~~18~~	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	3	2		
Operator qualifications	5	2		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	6	6	
GRAND TOTAL AND RATING	100	80.5	96	

Grade A: 90 and upward - high degree of safety.
Grade B: 85 to 89 - moderately high degree of safety.

Grade C: 70 to 84 - poor to dangerous condition.
Grade D: 60 and lower - very dangerous condition, emergency measures recommended.

MINNESOTA DEPARTMENT OF HEALTH

Section of Municipal Water Supply

Sanitation Safety Rating of Blackduck Water Supply

Date November 17, 1953

	Perfect Score	As Found	As Recommended	See Recommendation No. In Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	20	20		
Bacteriological Quality	10	10		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	2	7	a,b,d
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	25	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	2.5	e
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	15.5	17.5	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	2	2		
Operator qualifications	5	2.5		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	6.5	6.5	
GRAND TOTAL AND RATING	100	87.0	94.0	

90 and upward - high degree of safety. Watchful maintenance needed.
85 to 89 - moderately high degree of safety. Correction and maintenance program continued.

70 to 84 - poor to dangerous condition. Prompt corrective action urgently needed.

MINNESOTA DEPARTMENT OF HEALTH

Section of Municipal Water Supply

Sanitation Safety Rating of Blackduck Water Supply

Date September 29, 1954

	Perfect Score	As Found	As Recommended	See Recommendation No. in Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	20	20		
Bacteriological Quality	10	10		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	30	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	2.5	a a
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	15.5	17.5	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	2	2		
Operator qualifications	5	2.5		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	6.5	6.5	
GRAND TOTAL AND RATING	100	92.	94.	

90 and upward - high degree of safety. Watchful maintenance needed.
85 to 89 - moderately high degree of safety. Correction and maintenance program continued.

MINNESOTA DEPARTMENT OF HEALTH

Section of Municipal Water Supply

Sanitation Safety Rating of [redacted] Water Supply

Date April 15, 1955

	Perfect Score	As Found	As Recommended	See Recommendation No. in Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	20	20		
Bacteriological Quality	10	10		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	30	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	0.5	2.5	a
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	15.5	17.5	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	2	2		
Operator qualifications	5	2.5		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	6.5	6.5	
GRAND TOTAL AND RATING	100	92.	94.	

90 and upward - high degree of safety. Watchful maintenance needed.

85 to 89 - moderately high degree of safety. Correction and maintenance program cont[illegible]

70 to 84 - poor to dangerous condition. Prompt corrective action urgently needed.

11/7/56

MINNESOTA DEPARTMENT OF HEALTH
District No. 1
Bemidji Minnesota

Report on Investigation of Water Supply
Blackduck, Minnesota

November 7, 1956

1. Date of Last Investigation: April 25, 1955.

2. Rating of Supply at Last Investigation: 92.

3. Changes Since Last Investigation:

Well G A new municipal well has been drilled but the pump has not been installed and the well has not been connected to the system. This well, designated as Well No. 3, is located approximately 62 feet west of the pumphouse and 25 feet south of the water tower.

The well is 130 feet deep, cased with 12 inch pipe and equipped with 22 feet of 12 inch screen. The static water level is 41 feet below the surface of the ground and the drawdown is 31 feet when pumping at a rate of 140 gallons per minute for 24 hours.

It is proposed to provide a submersible pump and an underground discharge.

4. Analytical Results: (See attached sheet)

Samples Nos. 8329-8330, inclusive, represent water collected from Wells Nos. 1 and 2 and at various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coliform group were not found in the portions of the samples examined.

Sample No. 7730 represents water collected from the new well during the time it was being test-pumped. The physical examination of this

MINNESOTA DEPARTMENT OF HEALTH

Section of Municipal Water Supply

Sanitation Safety Rating of Blackduck Water Supply

Date November 7, 1956

	Perfect Score	As Found	As Recommended	See Recommendation No. in Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	20	20		
Bacteriological Quality	10	10		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	30	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	.5	2.5	a
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	15.5	17.5	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	2	2		
Operator qualifications	5	3.5		
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	7.5	7.5	
GRAND TOTAL AND RATING	100	93.	95.	

90 and upward - high degree of safety. Watchful maintenance needed.

85 to 89 - moderately high degree of safety. Correction and maintenance program continued.

70 to 84 - poor to dangerous condition. Prompt corrective action urgently needed.

MINNESOTA DEPARTMENT OF HEALTH

Section of Water Supply and General Engineering

Sanitation Safety Rating of Blackduck Water Supply

Date January 9, 1960

	Perfect Score	As Found	As Recommended	See Recommendation No. In Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	20	20		
Bacteriological Quality	10	10		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	30	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	1	2	1
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	16	17	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	2	2		
Operator qualifications	5	3	5	2
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	7	9	
GRAND TOTAL AND RATING	100	93	96	

90 and upward - high degree of safety. Watchful maintenance needed.

85 to 89 - moderately high degree of safety. Correction and maintenance program continued.

2-17-61

MINNESOTA DEPARTMENT OF HEALTH
District I
Bemidji Minnesota

Report on Investigation of Municipal Water Supply
Blackduck, Minnesota
January 17, 1961

Date of last investigation - January 19, 1960

Rating at last investigation - 93

Changes since last investigation -

Well D Well No. 2 has been increased in depth 15 feet. This well is now 130 feet in depth, cased with eight inch pipe to a depth of 107 feet and provided with 23 feet of eight inch screen. Water is now drawn from the well by means of a submersible pump of approximately 70 gallons per minute capacity. The well has a static water level of 47 feet and a drawdown of 9 feet when pumped at 70 gallons per minute.

Analytical data - (See attached sheet)

Samples Nos. 890-894, inclusive, represent water collected from wells and at various points on the distribution system. The bacteriological examination of these samples showed the water to be of good sanitary quality as evidenced by the fact that organisms of the coliform group were not found in the samples examined.

Sanitary defects -

There are hazards due to the faulty design and installation of plumbing fixtures.

Recommendations -

1. Consideration should be given to the adoption and enforcement of the Minnesota Plumbing Code as a local ordinance.

MINNESOTA DEPARTMENT OF HEALTH

Section of Water Supply and General Engineering

Sanitation Safety Rating of **Blackduck** Water Supply

Date **January 17, 1961**

	Perfect Score	As Found	As Recommended	See Recommendation No. In Attached Report
(A) Source				
Sanitary Safety / Adequacy of treatment	20	20		
Bacteriological Quality	10	10		
Physical quality	2	2		
Chemical quality	4	4		
Biological quality	2	2		
Adequacy of quantity	2	2		
Sub-total	40			
Hazard adjustment factor deducted	0			
Total	40	40	40	
(B) Prime Moving Equipment				
Well or intake	8	8		
Pumps	7	7		
Piping arrangement	5	5		
Reservoirs	7	7		
Equipment housing	3	3		
Sub-total	30			
Hazard adjustment factor deducted	0			
Total	30	30	30	
(C) Distribution System				
Street mains	5	4		
Building services	2	1		
Plumbing	3	1	2	1
Hydrants	1	1		
Storage	4	4		
Pressure	2	2		
Tap water quality	3	3		
Sub-total	20			
Hazard adjustment factor deducted	0			
Total	20	16	17	
(D) Operation and Operators				
Control of system	3	2		
Condition of system	2	2		
Operator qualifications	5	3	5	2
Sub-total	10			
Hazard adjustment factor deducted	0			
Total	10	7	9	
GRAND TOTAL AND RATING	100	93	96	

90 and upward - high degree of safety. Watchful maintenance needed.

85 to 89 - moderately high degree of safety. Correction and maintenance program continued.

70 to 84 - poor to dangerous condition. Prompt corrective action urgently needed.

Unique Well Number: **195199**

County: Beltrami
Quad:
Quad Id:

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date: 1989/02/08
Update Date: 2002/02/18
Received Date:

Well Name BLACKDUCK Well J

Township	Range	Dir	Section	Subsection	Field Located Elevation
149	31	W	12		ft.

well and contact address

BLACKDUCK MN

Description	Color	Hardness	From	To (ft.)
CLAY	YELLOW		0	3
TILL	BLACK		3	4
CLAY	YELLOW		4	15
CLAY	GRAY		15	24
COARSE SAND, GRAVEL			24	30
CLAY	GRAY		30	40
VERY FINE SAND			40	50
SAND & GRAVEL			50	70
CLAY BOULDERS			70	77
CLAY BOULDERS	GRAY		77	93
CLAY BOULDERS	GRAY		93	100
CLAY	GRAY	HARD	100	108
FINE SAND			108	114
CLAY & BOULDERS			114	135
CLAY, SAND, BOULDERS			135	153
SAND, CLAY, BOULDERS			153	160
SAND, GRAVEL, CLAY			160	180

Remarks
4" TEST WELL

First Bedrock
Last Strat
Aquifer
Depth to Bedrock ft.

Well Depth 180.00 ft
Depth Completed 180.00 ft
Date Well Completed

Drillhole Angle

Drilling Method Non-specified Rotary

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use test well

Casing Type Drive Shoe? ☐ YES ☐ NO Hole Diameter (in.)
Diameter Depth

Screen Open Hole(ft.) From to
Make Type
Diamter Slot Length Set

Static Water Level
0.00 ft. Date measured

Pumping Level (below land surface)
ft. after hrs. pumping g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☐ YES ☐ NO ☐ NOT SPECIFIED

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ YES ☐ NO

Pump
☐ Not Installed Date Installed
Manufacture's name
Model number HP Volts
Length of drop pipe Material Capacity g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication

License Business Name PLUCKER, D
Lic. or Reg No.

Name of Driller **Date**

Unique Well Number 195198

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 1989/02/08
Update Date 2014/04/25
Received Date

Well Name BLACKDUCK Well K

Township	Range	Dir	Section	Subsection	Field Located Elevation
149	31	W	12	CDDCDC	MDH 1369.00 ft.

well address BLACKDUCK TW

BLACKDUCK MN 56630 Changed

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
CLAY	YELLOW		0	12
CLAY	GRAY		12	40
FINE SAND			40	48
SAND MED TO COARSE			48	55
SAND MED TO COARSE			55	70
CLAY	GRAY		70	90
CLAY BOULDERS GRAVEL			90	97
CLAY BOULDERS	GRAY		97	122
SAND STREAK			122	123
SAND CLAY BOULDERS			123	128
SAND & CLAY			128	131
CLAY BOULDERS			131	140
CLAY SAND & BOULDERS			140	155
CLAY		HARD	155	160
SAND BOULDERS CLAY			160	180

Remarks
2 IN. OBSERVATION WELL.

First Bedrock
Last Strat QPUU
Aquifer
Depth to Bedrock ft.

Well Depth 180.00 ft
Depth Completed 180.00 ft
Date Well Completed 1985/00/00

Drillhole Angle

Drilling Method Non-specified Rotary

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use test well

Casing Type Drive Shoe? ☐ YES ☐ NO Hole Diameter (in.)
Diameter Depth

Screen Open Hole(ft.) From to
Make Type
Diamter Slot Length Set

Static Water Level
0.00 ft. Date measured

Pumping Level (below land surface)
ft. after hrs. pumping g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☐ YES ☐ NO ☐ NOT SPECIFIED

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ YES ☐ NO

Pump
☐ Not Installed Date Installed
Manufacture's name
Model number HP Volts
Length of drop pipe Material Capacity g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication
Thein Well Co. Clara City 12013

License Business Name **Lic. or Reg No.**
PLUCKER, D

Name of Driller **Date**

Unique Well Number **239925**

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 1992/07/20
Update Date 2014/04/25
Received Date

Well Name BLACKDUCK 1 Well L

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH	
149	31	W	12	DDDCBA		1392.00	ft.

well address BLACKDUCK 1

BLACKDUCK MN 56630

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
NO RECORD			0	130

Remarks

First Bedrock
Last Strat QUUU
Aquifer
Depth to Bedrock ft.

Well Depth	Depth Completed	Date Well Completed
130.00 ft	130.00 ft	1973/00/00

Drillhole Angle

Drilling Method Cable Tool

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☐ NO
Diameter 12 Depth 100
12.00 in. from 0.00 to 100.00 ft. lbs/ft

Hole Diameter (in.)

Screen Yes
Make Type
Diamter Slot Length Set

40	100	ft. to	ft.
60		ft. to	ft.
30		ft. to	ft.
25		ft. to 130	ft.

Open Hole(ft.) From to

Static Water Level
44.00 ft. land surface Date measured 1973/00/00

Pumping Level (below land surface)
ft. after hrs. pumping g.p.m.

Wellhead Completion
Pitless adapter manufacturer WHITEWATER Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☐ YES ☐ NO ☐ NOT SPECIFIED

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ YES ☐ NO

Pump
☐ Not Installed Date Installed
Manufacture's name
Model number HP Volts
Length of drop pipe 96.0 Material Capacity g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication

License Business Name **Lic. or Reg No.**

Name of Driller **Date**

Unique Well Number 228976

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 1992/07/20
Update Date 2014/04/25
Received Date

Well Name BLACKDUCK 2 Well D

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH	
149	31	W	12	DDDCAB		1393.00	ft.

well address BLACKDUCK 2

BLACKDUCK MN 56630 Changed

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
NO RECORD			0	96
SAND			96	101
SAND, FINE			101	104
SAND & GRAVEL			104	108
SAND & COARSE GRAVEL			108	124

Remarks
ON MARGARET AVE. (ON N. SIDE) .5 BLKS W. OF MAIN ST.

First Bedrock
Last Strat QHUU
Aquifer
Depth to Bedrock ft.

Well Depth 124.00 ft
Depth Completed 124.00 ft
Date Well Completed 1957/10/20

Drillhole Angle

Drilling Method Cable Tool

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☐ NO
Diameter 8 Depth
8.00 in. from 0.00 to ft. lbs/ft

Hole Diameter (in.)

Screen Yes
Make Type
Diamter Slot Length Set
8.00 23 ft. to ft.

Open Hole(ft.) From to

Static Water Level
48.00 ft. land surface Date measured 1957/10/20

Pumping Level (below land surface)
87.00 ft. after hrs. pumping 75.00 g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☐ YES ☐ NO ☐ NOT SPECIFIED

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ YES ☐ NO

Pump
☐ Not Installed Date Installed
Manufacture's name
Model number HP Volts
Length of drop pipe Material Capacity g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication

License Business Name **Lic. or Reg No.**

Name of Driller **Date**

Unique Well Number 236430

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 1992/07/20
Update Date 2014/04/25
Received Date

Well Name BLACKDUCK 3 Well G

Township	Range	Dir	Section	Subsection	Field Located	MDH
149	31	W	12	DDDBDC	Elevation	1393.00 ft.

well address BLACKDUCK 3

BLACKDUCK MN 56630 Changed

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
BLACK			0	1
YELLOW			1	22
BLUE CLAY			22	63
SAND			63	66
SANDY BLUE CLAY			66	98
WATER SAND			98	135

Remarks
S. OF WATER TOWER SCREEN HAS SLOT SIZES OF 30-45-60.

First Bedrock
Last Strat QFUU
Aquifer
Depth to Bedrock ft.

Well Depth 135.00 ft
Depth Completed 130.00 ft
Date Well Completed 1956/10/01

Drillhole Angle

Drilling Method Cable Tool

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☐ NO
Diameter 12 Depth 108
12.00 in. from 0.00 to 108.00 ft. lbs/ft

Hole Diameter (in.)

Screen Yes
Make Type

Diamter	Slot	Length	Set
12.00	30		ft. to ft.
12.00	45		ft. to ft.
12.00	60		ft. to ft.

Open Hole(ft.) From to

Static Water Level
0.00 ft. Date measured

Pumping Level (below land surface)
ft. after hrs. pumping g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☐ YES ☐ NO ☐ NOT SPECIFIED

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ YES ☐ NO

Pump
☐ Not Installed Date Installed
Manufacture's name
Model number HP Volts
Length of drop pipe Material Capacity g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication

License Business Name **Lic. or Reg No.**

Name of Driller **Date**

Unique Well Number 415804

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 1990/12/02
Update Date 2014/04/25
Received Date

Well Name BLACKDUCK 5

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH
149	31	W	12	CDDCCB		1369.00 ft.

well address BLACKDUCK 5
BLACKDUCK MN 56630 Changed

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630 Changed

Description	Color	Hardness	From	To (ft.)
TOPSOIL-PEAT	BLACK	SOFT	0	1
CLAY	DARK	SOFT	1	2
CLAY	GRAY	SOFT	2	40
FINE SAND	GRAY	SOFT	40	46
SAND, GRAVEL, COAL MUD LOS	GRAY	SOFT	46	75
BOULDERS	GRAY	HARD	75	77
CLAY-STONES FIRM	GRAY		77	108
SANDY CLAY	GRAY	SOFT	108	112
CLAY-STONE FIRM	GRAY		112	130
SANDY CLAY FIRM	GRAY		130	150
VERY SANDY CLAY FIRM	GRAY		150	160
SAND COARSER WITH DEPTH F	GRAY		160	175
CLAY LENSE FIRM	GRAY		175	177
SAND-SILTY FIRM	GRAY		177	191
CLAY	GRAY	HARD	191	200

Remarks
WELL GRAVEL PACKED FROM 161-191 FEET. OLD PERMIT NO. 86-1063 AMENDED TO PERMIT NO. 84-1124.

First Bedrock
Last Strat QCUG
Aquifer Quat. buried artes. aquifer
Depth to Bedrock ft.

Well Depth 200.00 ft
Depth Completed 191.00 ft
Date Well Completed 1985/08/23

Drillhole Angle

Drilling Method Non-specified Rotary

Drilling Fluid

Well Hydrofractured? ☐ YES ☐ NO
From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☑ NO
Diameter 8 Depth 161
8.00 in. from 0.00 to 161.00 ft. 28.50 lbs/ft

Hole Diameter (in.) 12.75 To 191.0

Screen Yes
Make JOHNSON
Diamter 8.00 Slot 45 Length 30 Set 161 ft. to 191 ft.

Open Hole(ft.) From to
Type stainless steel

Static Water Level
15.00 ft. land surface Date measured 1985/08/20

Pumping Level (below land surface)
112.00 ft. after 36.00 hrs. pumping 170.00 g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☑ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☑ YES ☐ NO ☐ NOT SPECIFIED
Material neat cement From 0.0 To 160.0 ft. 1.75 Cubic yards

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☑ YES ☐ NO

Pump
☐ Not Installed Date Installed 1985/03/23
Manufacture's name FAIRBANKS MORSE
Model number 6L6 HP 15.00 Volts 220
Length of drop pipe 163.(Material S Capacity 170 g.p.m
Type Submersible

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☐ NO

Well Contractor Cerfication
Davidson R. Well Co. 57032
License Business Name Lic. or Reg No.
NELSON, O.

Name of Driller Date

Unique Well Number: **680141**

County: Beltrami
Quad: Blackduck
Quad Id: 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date: 0000/00/00
Update Date: 2017/03/03
Received Date:

Well Name BLACKDUCK 6 Well H

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH	
149	31	W	12	CDDBC		1367.00	ft.

well address BLACKDUCK 7
SUMMIT & WATERPLANT RD
BLACKDUCK MN 56630 Changed

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
TOP SOIL	BLACK		0	1
SILTY SAND	GRAY		1	12
SANDY CLAY	GRAY		12	57
SAND	GRAY		57	69
SANDY CLAY	GRAY		69	105
SAND	GRAY		105	111
SANDY CLAY	GRAY		111	115
SAND	GRAY		115	136
SANDY CLAY	GRAY		136	141
SAND	GRAY		141	172
SANDY CLAY	GRAY		172	175

Remarks
OLD WELLS TO BE SEALED BY LTP. SEALED 7-29-2009 BY 2726.

First Bedrock
Last Strat QLUG
Aquifer Quat. buried artes. aquifer
Depth to Bedrock ft.

Well Depth 170.00 ft
Depth Completed 170.00 ft
Date Well Completed 2003/04/28

Drillhole Angle

Drilling Method Non-specified Rotary

Drilling Fluid Bentonite
Well Hydrofractured? ☐ YES ☐ NO From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☑ NO
Diameter 8 Depth 122
8.00 in. from 0.00 to 122.00 ft. 28.55 lbs/ft
Hole Diameter (in.) 13.0(To 175.0

Screen Yes
Make JOHNSON
Diamter 8.00 Slot 40 Length 28 Set 122 ft. to 170 ft.
Open Hole(ft.) From to
Type stainless steel

Static Water Level
19.50 ft. land surface Date measured 2003/04/28

Pumping Level (below land surface)
136.90 ft. after 30.00 hrs. pumping 160.00 g.p.m.

Wellhead Completion
Pitless adapter manufacturer MONITOR Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☑ YES ☐ NO ☐ NOT SPECIFIED
Material neat cement From 10.0 To 50.0 ft. 0.75 Cubic yards

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☑ YES ☐ NO

Pump
☐ Not Installed Date Installed 2003/04/28
Manufacture's name GOULDS
Model number 6CLC-5 HP 20.00 Volts 460
Length of drop pipe 126.(Material Capacity 150 g.p.m
Type Submersible

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☑ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☑ NO

Well Contractor Cerfication
L.t.p. Enterprises, Inc. 91686
License Business Name **Lic. or Reg No.**
RANUM, C.

Name of Driller **Date**

Unique Well Number 680143

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 0000/00/00
Update Date 2017/03/03
Received Date

Well Name BLACKDUCK 7 Well I

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH
149	31	W	12	CDDBCB	1368.00	ft.

well address BLACKDUCK 6
SUMMIT & WATERPLANT RD
BLACKDUCK MN 56630 Changed

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630 Changed

Description	Color	Hardness	From	To (ft.)
TOP SOIL	BLACK		0	1
SILTY SAND	GRAY		1	7
SANDY CLAY	GRAY		7	29
SAND & ROCK	GRAY		29	35
SANDY CLAY	GRAY		35	48
SAND & GRAVEL	VARIED		48	74
SANDY CLAY	GRAY		74	89
SAND-DIRTY	GRAY		89	103
SANDY CLAY W/ROCK	GRAY		103	159
SAND	GRAY		159	190
SANDY CLAY	GRAY		190	195

Remarks
OLD WELLS TO BE SEALED BY LTP SEALED 7-29-2009 BY 27126.

First Bedrock
Last Strat QLUG
Aquifer Quat. buried artes. aquifer
Depth to Bedrock ft.

Well Depth 195.00 ft
Depth Completed 190.00 ft
Date Well Completed 2003/04/30

Drillhole Angle

Drilling Method Non-specified Rotary

Drilling Fluid Bentonite

Well Hydrofractured? ☐ YES ☑ NO
From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☑ NO
Diameter 8 Depth 160
8.00 in. from 0.00 to 160.00 ft. 28.55 lbs/ft

Hole Diameter (in.) 13.0(To 195.0

Screen Yes
Make JOHNSON
Type stainless steel
Diamter 8.00 Slot 35 Length 30 Set 160 ft. to 190 ft.

Open Hole(ft.) From to

Static Water Level
25.00 ft. land surface Date measured 2003/04/30

Pumping Level (below land surface)
135.00 ft. after 24.50 hrs. pumping 120.00 g.p.m.

Wellhead Completion
Pitless adapter manufacturer MONITOR Model L
☐ Casing Protection ☐ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☑ YES ☐ NO ☐ NOT SPECIFIED
Material neat cement From 10.0 To 110.0 ft. 1.75 Cubic yards

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☑ YES ☐ NO

Pump
☐ Not Installed Date Installed 2003/04/30
Manufacture's name GOULDS
Model number GCLC-5 HP 20.00 Volts 460
Length of drop pipe 147.(Material Capacity 150 g.p.m
Type Submersible

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☑ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☑ NO

Well Contractor Cerfication
L.t.p. Enterprises, Inc. 91686
License Business Name **Lic. or Reg No.**
RANUM, C.

Name of Driller **Date**

Unique Well Number 769253

County Beltrami
Quad Blackduck
Quad Id 328A

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
MINNESOTA STATUTES CHAPTER 1031

Entry Date 2009/10/26
Update Date 2017/05/05
Received Date 2009/01/20

Well Name BLACKDUCK 8

Township	Range	Dir	Section	Subsection	Field Located Elevation	MDH
149	31	W	12	CDDBCB	1368.00	ft.

contact address CITY OF BLACKDUCK
P.O. BOX 380
BLACKDUCK MN 56630 Changed

well address BLACKDUCK
BLACKDUCK MN 56630

Description	Color	Hardness	From	To (ft.)
FILL	BLACK		0	10
CLAY	GRAY		10	55
SAND-ROCKS-GRAVEL			55	70
CLAY-SANDY	GRAY		70	115
SAND-CLAY STREAKS FINE	GRAY		115	130
SANDY CLAY ROCKS	GRAY		130	180
SAND	GRAY		180	220
CLAY	GRAY		220	230

Remarks
SOURCE OF CONTAMINATION: LOWLAND

First Bedrock
Last Strat QCUG
Aquifer Quat. buried artes. aquifer
Depth to Bedrock ft.

Well Depth 230.00 ft
Depth Completed 215.00 ft
Date Well Completed 2008/12/01

Drillhole Angle

Drilling Method Non-specified Rotary

Drilling Fluid Bentonite

Well Hydrofractured? ☐ YES ☑ NO
From ft. to

Use community supply(municipal)

Casing Type Steel (black or low Drive Shoe? ☐ YES ☑ NO
Diameter 8 Depth 190
8.00 in. from 0.00 to 190.00 ft. 28.55 lbs/ft

Hole Diameter (in.)

Screen Yes
Make JOHNSON
Diamter 8.00 Slot 40 Length 25 Set 190 ft. to 215 ft.

Open Hole(ft.) From to
Type stainless steel

Static Water Level
2.00 ft. land surface Date measured 2008/12/11

Pumping Level (below land surface)
121.00 ft. after 24.00 hrs. pumping 200.00 g.p.m.

Wellhead Completion
Pitless adapter manufacturer ____ Model ____
☐ Casing Protection ☑ 12 in. above grade
☐ At-grate (Environmental Wells and Borings ONLY) ☐ Basement offset

Grouting Information Well grouted? ☑ YES ☐ NO ☐ NOT SPECIFIED
Material bentonite From ____ To 180.0 ft. 45.00 Sacks

Nearest Known Source of Contamination
100 feet SW Direction O Type
Well disinfected upon completion? ☑ YES ☐ NO

Pump
☑ Not Installed Date Installed ____
Manufacture's name ____
Model number ____ HP ____ Volts ____
Length of drop pipe ____ Material ____ Capacity ____ g.p.m
Type

Abandoned Wells
Does property have any not in use and not sealed well(s)? ☐ YES ☐ NO

Variance
Was a variance granted from the MDH for this well? ☐ YES ☑ NO

Well Contractor Cerfication
Boart Longyear 2022
License Business Name **Lic. or Reg No.**
THILQUIST, J.

Name of Driller **Date**

2023 Consumer Confidence Report

CITY OF BLACKDUCK
2023 DRINKING WATER REPORT
CONSUMER CONFIDENCE REPORT

Making Safe Drinking Water

Your drinking water comes from a groundwater source: a 215-foot-deep well that draws water from the Quaternary Buried Artesian aquifer.

Blackduck works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Mike Schwanke, Public Works Director, at (218) 835-4809 or michael.schwanke@blackduckmn.com if you have questions about Blackduck's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Blackduck Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2023.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage Basics of Monitoring and testing of Drinking Water in Minnesota (https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

Definitions

- **AL (Action Level)**: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level)**: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal)**: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal)**: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable)**: Does not apply.
- **ppt (parts per trillion)**: One part per trillion is like one drop in one trillion drops of water, or about one drop in an Olympic sized swimming pool. ppt is the same as nanograms per liter (ng/l).
- **ppb (parts per billion)**: One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (µg/l).
- **ppm (parts per million)**: One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID**: Public water system identification.

Monitoring Results – Regulated Substances

LEAD AND COPPER – Tested at customer taps.

Contaminant (Date, if sampled in previous year)	**EPA's Ideal Goal** (MCLG)	**EPA's Action Level**	**90% of Results Were Less Than**	**Number of Homes with High Levels**	**Violation**	**Typical Sources**
Lead	0 ppb	90% of homes less than 15 ppb	2.42 ppb	0 out of 10	NO	Corrosion of household plumbing.
Copper	0 ppm	90% of homes less than 1.3 ppm	0.1 ppm	0 out of 10	NO	Corrosion of household plumbing.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.						
Substance (Date, if sampled in previous year)	**EPA's Ideal Goal** (MCLG or MRDLG)	**EPA's Limit** (MCL or MRDL)	**Highest Average or Highest Single Test Result**	**Range of Detected Test Results**	**Violation**	**Typical Sources**
Total Trihalomethanes (TTHMs)	N/A	80 ppb	1.4 ppb	N/A	NO	By-product of drinking water disinfection.
Total Haloacetic Acids (HAA)	N/A	60 ppb	2.7 ppb	N/A	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	1.45 ppm	0.30 - 1.70 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

OTHER SUBSTANCES – Tested in drinking water.						
Substance (Date, if sampled in previous year)	**EPA's Ideal Goal** (MCLG)	**EPA's Limit** (MCL)	**Highest Average or Highest Single Test Result**	**Range of Detected Test Results**	**Violation**	**Typical Sources**
Fluoride	4.0 ppm	4.0 ppm	0.74 ppm	0.68 - 0.78 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: Fluoride is nature's cavity fighter, with small amounts present naturally in many drinking water sources. There is an overwhelming weight of credible, peer-reviewed, scientific evidence that fluoridation reduces tooth decay and cavities in children and adults, even when there is availability of fluoride from other sources, such as fluoride toothpaste and mouth rinses. Since studies show that optimal fluoride levels in drinking water benefit public health, municipal community water systems adjust the level of fluoride in the water to an optimal concentration between 0.5 to 0.9 parts per million (ppm) to protect your teeth. Fluoride levels below 2.0 ppm are not expected to increase the risk of a cosmetic condition known as enamel fluorosis.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Groundwater supplies 75 percent of Minnesota's drinking water, and found in aquifers beneath the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water, and is the water in lakes, rivers, and streams above the surface of the land..

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants,** such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Blackduck is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at Source Water Assessments (https://www.health.state.mn.us/communities/environment/water/swp/swa) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Blackduck is responsible for providing high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
    - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home
    - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
    - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
      Environmental Laboratory Accreditation Program
      (https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)
      The Minnesota Department of Health can help you understand your test results.
4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
    - Read about water treatment units:
      Point-of-Use Water Treatment Units for Lead Reduction
      (https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Learn more:

- Visit Lead in Drinking Water
  (https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
- Visit Basic Information about Lead in Drinking Water (http://www.epa.gov/safewater/lead)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791.To learn about how to reduce your contact with lead from sources other than your drinking water, visit Lead Poisoning Prevention: Common Sources
  (https://www.health.state.mn.us/communities/environment/lead/sources.html).

Water systems have ongoing infrastructure, operations and maintenance costs in supplying safe drinking water, and many are implementing additional efforts to help insure health equity and manageable water bills with:

- Turn the faucet off while brushing teeth.
- Shower instead of bathing to reduce water use.
- Fix running toilets by replacing flapper valves.
- Run full loads of laundry and use a minimal water use setting.
- Our water system partners with others to help consumers with limited resources make payments to their water bills.
- Contact us to learn more.

Soil Survey Report

United States Department of Agriculture

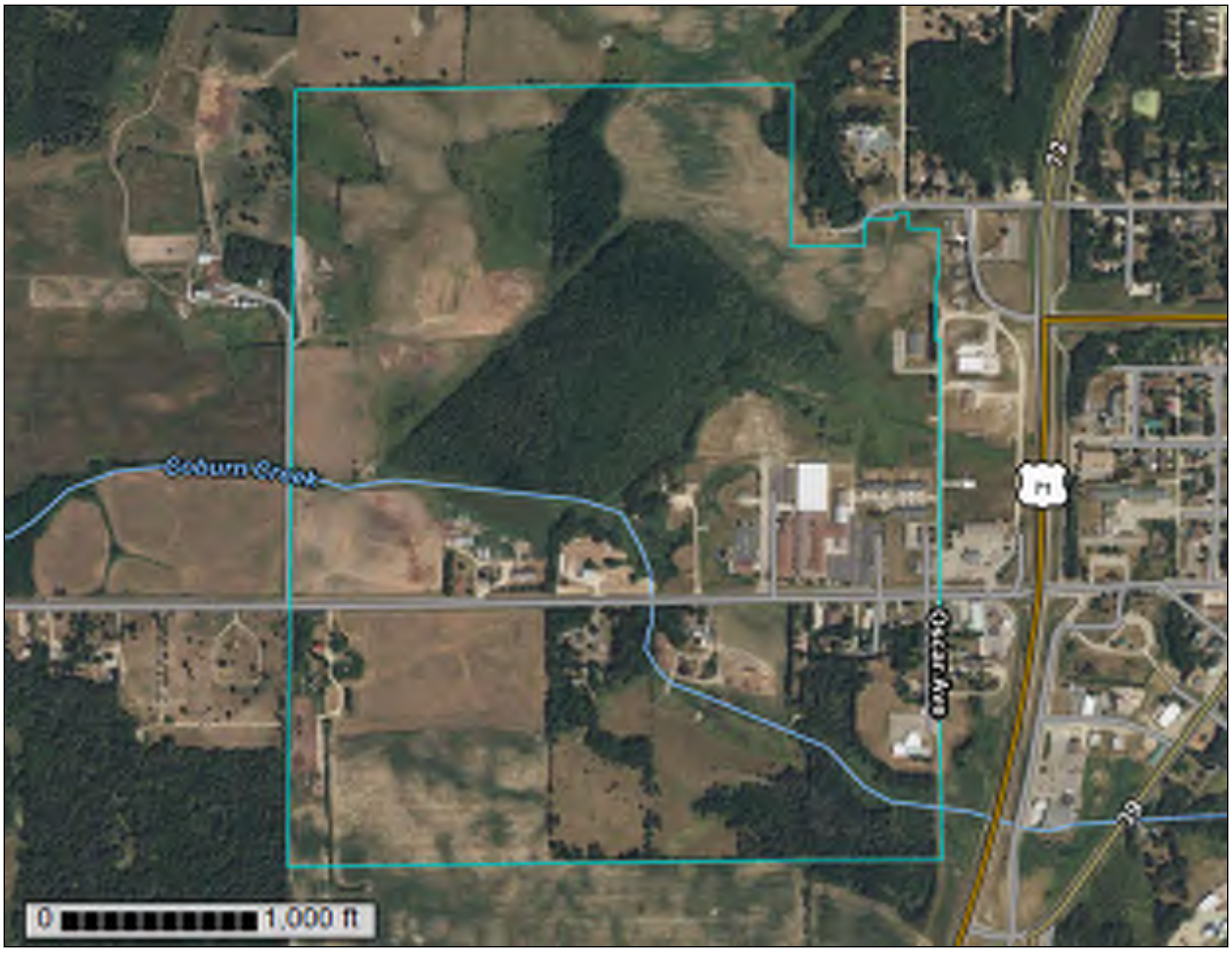
NRCS

Natural Resources Conservation Service

A product of the National Cooperative Soil Survey, a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local participants

Custom Soil Resource Report for Beltrami County, Minnesota

City of Blackduck DWSMA



Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (https://offices.sc.egov.usda.gov/locator/app?agency=nrcs) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

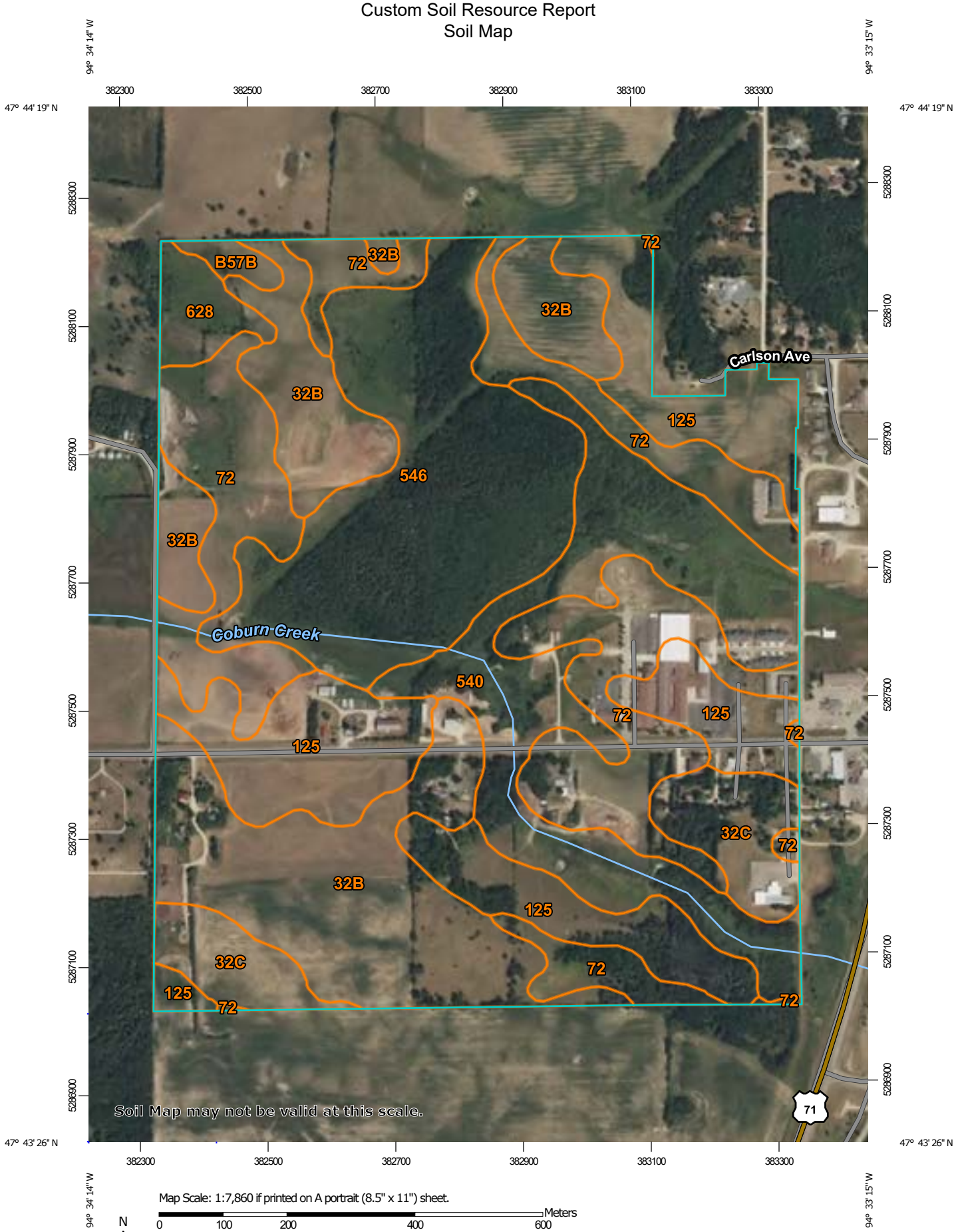
Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.



Map Scale: 1:7,860 if printed on A portrait (8.5" x 11") sheet.

N

Meters: 0 100 200 400 600

Feet: 0 350 700 1400 2100

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 15N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Beltrami County, Minnesota
Survey Area Data: Version 19, Sep 9, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 1, 2021—Oct 1, 2021

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
32B	Nebish loam, 1 to 8 percent slopes	61.2	21.4%
32C	Nebish loam, 3 to 15 percent slopes	15.8	5.5%
72	Shooker loam	59.4	20.7%
125	Beltrami loam, 1 to 3 percent slopes	50.8	17.7%
540	Seelyeville-Seelyeville, ponded, complex, 0 to 1 percent slopes	41.5	14.5%
546	Lupton-Lupton, ponded, complex, 0 to 1 percent slopes	50.9	17.8%
628	Talmoon muck	5.0	1.8%
B57B	Baudette-Littleswan complex, 0 to 6 percent slopes	1.7	0.6%
Totals for Area of Interest		**286.4**	**100.0%**

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas

are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Beltrami County, Minnesota

32B—Nebish loam, 1 to 8 percent slopes

Map Unit Setting

National map unit symbol: 2x145
Elevation: 590 to 2,030 feet
Mean annual precipitation: 24 to 30 inches
Mean annual air temperature: 37 to 46 degrees F
Frost-free period: 110 to 160 days
Farmland classification: All areas are prime farmland

Map Unit Composition

Nebish and similar soils: 80 percent
Minor components: 20 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Nebish

Setting

Landform: Moraines
Landform position (two-dimensional): Backslope, summit
Landform position (three-dimensional): Side slope
Down-slope shape: Convex
Across-slope shape: Linear
Parent material: Fine-loamy till

Typical profile

A - 0 to 3 inches: loam
E - 3 to 9 inches: fine sandy loam
Bt - 9 to 26 inches: clay loam
BCk - 26 to 79 inches: loam

Properties and qualities

Slope: 1 to 8 percent
Surface area covered with cobbles, stones or boulders: 0.0 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 15 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.2 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: C
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest
Forage suitability group: Sloping Upland, Acid (G057XN006MN)
Other vegetative classification: Sloping Upland, Acid (G057XN006MN)
Hydric soil rating: No

Minor Components

Kelliher

Percent of map unit: 12 percent
Landform: Moraines
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Side slope
Down-slope shape: Linear
Across-slope shape: Convex
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest
Other vegetative classification: Sloping Upland, Neutral (G057XN002MN)
Hydric soil rating: No

Beltrami

Percent of map unit: 4 percent
Landform: Moraines
Landform position (two-dimensional): Footslope
Landform position (three-dimensional): Base slope
Down-slope shape: Linear
Across-slope shape: Concave
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: No

Shooker

Percent of map unit: 3 percent
Landform: Moraines
Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: Yes

Cathro, occasionally ponded

Percent of map unit: 1 percent
Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R102AY037SD - Deep Marsh
Other vegetative classification: Not Suited (G057XN024MN)
Hydric soil rating: Yes

32C—Nebish loam, 3 to 15 percent slopes

Map Unit Setting

National map unit symbol: 2x146
Elevation: 590 to 2,030 feet
Mean annual precipitation: 24 to 30 inches
Mean annual air temperature: 37 to 46 degrees F

Frost-free period: 110 to 160 days
Farmland classification: Farmland of statewide importance

Map Unit Composition

Nebish and similar soils: 85 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Nebish

Setting

Landform: Moraines
Landform position (two-dimensional): Summit, backslope
Landform position (three-dimensional): Side slope
Down-slope shape: Convex
Across-slope shape: Linear
Parent material: Fine-loamy till

Typical profile

A - 0 to 3 inches: loam
E - 3 to 9 inches: fine sandy loam
Bt - 9 to 26 inches: clay loam
BCk - 26 to 79 inches: loam

Properties and qualities

Slope: 3 to 15 percent
Surface area covered with cobbles, stones or boulders: 0.0 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 15 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.2 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 3e
Hydrologic Soil Group: C
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest
Forage suitability group: Sloping Upland, Acid (G057XN006MN)
Other vegetative classification: Sloping Upland, Acid (G057XN006MN)
Hydric soil rating: No

Minor Components

Kelliher

Percent of map unit: 9 percent
Landform: Moraines
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Side slope
Down-slope shape: Linear
Across-slope shape: Convex
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest

Other vegetative classification: Sloping Upland, Neutral (G057XN002MN)
Hydric soil rating: No

Shooker
Percent of map unit: 3 percent
Landform: Moraines
Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: Yes

Beltrami
Percent of map unit: 2 percent
Landform: Moraines
Landform position (two-dimensional): Footslope
Landform position (three-dimensional): Base slope
Down-slope shape: Linear
Across-slope shape: Concave
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: No

Cathro, occasionally ponded
Percent of map unit: 1 percent
Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R102AY037SD - Deep Marsh
Other vegetative classification: Not Suited (G057XN024MN)
Hydric soil rating: Yes

72—Shooker loam

Map Unit Setting
National map unit symbol: fbtf
Elevation: 1,000 to 1,600 feet
Mean annual precipitation: 22 to 27 inches
Mean annual air temperature: 37 to 43 degrees F
Frost-free period: 90 to 130 days
Farmland classification: Prime farmland if drained

Map Unit Composition
Shooker and similar soils: 70 percent
Minor components: 30 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Shooker

Setting

Landform: Swales on moraines
Down-slope shape: Linear
Across-slope shape: Concave
Parent material: Till

Typical profile

A - 0 to 2 inches: loam
E - 2 to 11 inches: very fine sandy loam
Btg - 11 to 27 inches: clay loam
Cg - 27 to 60 inches: loam

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 0 to 30 inches
Frequency of flooding: None
Frequency of ponding: Occasional
Calcium carbonate, maximum content: 15 percent
Available water supply, 0 to 60 inches: High (about 9.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: F057XY015MN - Wet Mixed Forest
Forage suitability group: Level Swale, Neutral (G057XN001MN)
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: Yes

Minor Components

Beltrami

Percent of map unit: 12 percent
Landform: Rises on moraines
Down-slope shape: Linear
Across-slope shape: Convex
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: No

Hamre

Percent of map unit: 8 percent
Landform: Depressions on moraines
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: F057XY003MN - Peatland
Other vegetative classification: Organic (G057XN014MN)
Hydric soil rating: Yes

Ricelake

Percent of map unit: 5 percent

Landform: Rises on moraines
Down-slope shape: Linear
Across-slope shape: Convex
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Acid (G057XN005MN)
Hydric soil rating: No

Kelliher

Percent of map unit: 5 percent
Landform: Rises on moraines
Down-slope shape: Linear
Across-slope shape: Convex
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest
Other vegetative classification: Sloping Upland, Neutral (G057XN002MN)
Hydric soil rating: No

125—Beltrami loam, 1 to 3 percent slopes

Map Unit Setting

National map unit symbol: 2x14x
Elevation: 590 to 2,030 feet
Mean annual precipitation: 24 to 30 inches
Mean annual air temperature: 37 to 46 degrees F
Frost-free period: 110 to 160 days
Farmland classification: All areas are prime farmland

Map Unit Composition

Beltrami and similar soils: 80 percent
Minor components: 20 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Beltrami

Setting

Landform: Moraines
Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Concave
Parent material: Fine-loamy till

Typical profile

A - 0 to 3 inches: loam
E - 3 to 9 inches: fine sandy loam
Bt - 9 to 25 inches: clay loam
BCk - 25 to 79 inches: loam

Properties and qualities

Slope: 1 to 3 percent
Surface area covered with cobbles, stones or boulders: 0.0 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Somewhat poorly drained

Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 12 to 24 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 15 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 9.7 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: C/D
Ecological site: F057XY015MN - Wet Mixed Forest
Forage suitability group: Level Swale, Neutral (G057XN001MN)
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: No

Minor Components

Kelliher

Percent of map unit: 7 percent
Landform: Moraines
Landform position (three-dimensional): Rise
Down-slope shape: Linear
Across-slope shape: Convex
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest
Other vegetative classification: Sloping Upland, Neutral (G057XN002MN)
Hydric soil rating: No

Shooker

Percent of map unit: 5 percent
Landform: Moraines
Landform position (three-dimensional): Dip
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Neutral (G057XN001MN)
Hydric soil rating: Yes

Nebish

Percent of map unit: 3 percent
Landform: Moraines
Landform position (three-dimensional): Rise
Down-slope shape: Convex
Across-slope shape: Linear
Ecological site: F057XY021MN - Loamy Upland Moist Hardwood Forest
Other vegetative classification: Sloping Upland, Acid (G057XN006MN)
Hydric soil rating: No

Cathro, occasionally ponded

Percent of map unit: 3 percent
Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R102AY037SD - Deep Marsh
Other vegetative classification: Not Suited (G057XN024MN)

Hydric soil rating: Yes

Ricelake

Percent of map unit: 2 percent
Landform: Moraines
Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Concave
Ecological site: F057XY015MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Acid (G057XN005MN)
Hydric soil rating: No

540—Seelyeville-Seelyeville, ponded, complex, 0 to 1 percent slopes

Map Unit Setting

National map unit symbol: 2vvxl
Elevation: 590 to 2,030 feet
Mean annual precipitation: 24 to 33 inches
Mean annual air temperature: 37 to 48 degrees F
Frost-free period: 110 to 170 days
Farmland classification: Not prime farmland

Map Unit Composition

Seelyeville and similar soils: 55 percent
Seelyeville, ponded, and similar soils: 45 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Seelyeville

Setting

Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Herbaceous organic material

Typical profile

Oa1 - 0 to 10 inches: muck
Oa2 - 10 to 79 inches: muck

Properties and qualities

Slope: 0 to 1 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Very poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 6.00 in/hr)
Depth to water table: About 0 inches
Frequency of flooding: None
Frequency of ponding: None
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Very high (about 23.9 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 6w
Hydrologic Soil Group: A/D
Ecological site: R057XY005MN - Open Peatland
Forage suitability group: Not Suited (G057XN024MN)
Other vegetative classification: Not Suited (G057XN024MN)
Hydric soil rating: Yes

Description of Seelyeville, Ponded

Setting

Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Herbaceous organic material

Typical profile

Oa1 - 0 to 10 inches: muck
Oa2 - 10 to 79 inches: muck

Properties and qualities

Slope: 0 to 1 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Very poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 6.00 in/hr)
Depth to water table: About 0 inches
Frequency of flooding: None
Frequency of ponding: Frequent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Very high (about 23.9 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 8w
Hydrologic Soil Group: A/D
Ecological site: R057XY001MN - Marsh
Forage suitability group: Not Suited (G057XN024MN)
Other vegetative classification: Not Suited (G057XN024MN)
Hydric soil rating: Yes

546—Lupton-Lupton, ponded, complex, 0 to 1 percent slopes

Map Unit Setting

National map unit symbol: 2v0ls
Elevation: 590 to 1,710 feet
Mean annual precipitation: 23 to 30 inches
Mean annual air temperature: 36 to 46 degrees F
Frost-free period: 90 to 140 days

Farmland classification: Not prime farmland

Map Unit Composition

Lupton and similar soils: 55 percent
Lupton, ponded, and similar soils: 45 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Lupton

Setting

Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Woody organic material

Typical profile

Oa1 - 0 to 16 inches: muck
Oa2 - 16 to 79 inches: muck

Properties and qualities

Slope: 0 to 1 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Very poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 6.00 in/hr)
Depth to water table: About 0 inches
Frequency of flooding: None
Frequency of ponding: None
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Very high (about 23.9 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 7w
Hydrologic Soil Group: A/D
Ecological site: F088XY005MN - Forestland Peatland
Forage suitability group: Not Suited (G088XN024MN)
Other vegetative classification: Not Suited (G088XN024MN)
Hydric soil rating: Yes

Description of Lupton, Ponded

Setting

Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Woody organic material

Typical profile

Oa1 - 0 to 16 inches: muck
Oa2 - 16 to 79 inches: muck

Properties and qualities

Slope: 0 to 1 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Very poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 6.00 in/hr)

Depth to water table: About 0 inches
Frequency of flooding: None
Frequency of ponding: Frequent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: Very high (about 23.9 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 8w
Hydrologic Soil Group: A/D
Ecological site: F088XY002MN - Marsh
Forage suitability group: Not Suited (G088XN024MN)
Other vegetative classification: Not Suited (G088XN024MN)
Hydric soil rating: Yes

628—Talmoon muck

Map Unit Setting

National map unit symbol: fbt6
Elevation: 800 to 1,600 feet
Mean annual precipitation: 22 to 30 inches
Mean annual air temperature: 36 to 45 degrees F
Frost-free period: 90 to 150 days
Farmland classification: Not prime farmland

Map Unit Composition

Talmoon and similar soils: 85 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Talmoon

Setting

Landform: Swales on moraines, depressions on moraines
Down-slope shape: Concave
Across-slope shape: Linear
Parent material: Till

Typical profile

Oa - 0 to 4 inches: muck
A,Eg - 4 to 14 inches: fine sandy loam
Btg1,Btg@ - 14 to 24 inches: clay loam
Cg - 24 to 60 inches: loam

Properties and qualities

Slope: 0 to 1 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Very poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: About 0 inches

Frequency of flooding: None
Frequency of ponding: Frequent
Calcium carbonate, maximum content: 30 percent
Available water supply, 0 to 60 inches: High (about 11.0 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 6w
Hydrologic Soil Group: C/D
Ecological site: F057XY002MN - Wet Depressional Forest
Forage suitability group: Ponded If Not Drained (G057XN013MN)
Other vegetative classification: Ponded If Not Drained (G057XN013MN)
Hydric soil rating: Yes

Minor Components

Hamre

Percent of map unit: 8 percent
Landform: Depressions on lake plains
Hydric soil rating: Yes

Shooker

Percent of map unit: 7 percent
Landform: Swales on moraines, flats on moraines
Hydric soil rating: Yes

B57B—Baudette-Littleswan complex, 0 to 6 percent slopes

Map Unit Setting

National map unit symbol: 2z32f
Elevation: 590 to 2,030 feet
Mean annual precipitation: 23 to 30 inches
Mean annual air temperature: 36 to 46 degrees F
Frost-free period: 90 to 160 days
Farmland classification: All areas are prime farmland

Map Unit Composition

Baudette and similar soils: 65 percent
Littleswan and similar soils: 30 percent
Minor components: 5 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Baudette

Setting

Landform: Flats
Landform position (three-dimensional): Rise
Down-slope shape: Linear
Across-slope shape: Convex
Parent material: Silty glaciolacustrine deposits

Typical profile

A - 0 to 4 inches: silt loam
E - 4 to 8 inches: silt loam
Bt - 8 to 39 inches: silty clay loam
C - 39 to 79 inches: silt loam

Properties and qualities

Slope: 0 to 6 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 30 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 30 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 11.1 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: C
Ecological site: F088XY015MN - Loamy Upland Wet-Mesic Mixed Forest
Forage suitability group: Sloping Upland, Acid (G088XN006MN)
Other vegetative classification: Sloping Upland, Acid (G088XN006MN)
Hydric soil rating: No

Description of Littleswan

Setting

Landform: Flats
Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Silty glaciolacustrine deposits

Typical profile

A - 0 to 6 inches: silt loam
E - 6 to 8 inches: silt loam
Bt - 8 to 25 inches: silty clay loam
Btg - 25 to 38 inches: silty clay loam
C - 38 to 79 inches: silt loam

Properties and qualities

Slope: 0 to 3 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Somewhat poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 12 to 24 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 30 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 11.2 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 3w
Hydrologic Soil Group: C/D
Ecological site: F088XY015MN - Loamy Upland Wet-Mesic Mixed Forest
Forage suitability group: Level Swale, Acid (G088XN005MN)
Other vegetative classification: Level Swale, Acid (G088XN005MN)
Hydric soil rating: No

Minor Components

Sax, frequently ponded

Percent of map unit: 3 percent
Landform: Depressions
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F088XY007MN - Wet Depressional Forest
Other vegetative classification: Not Suited (G088XN024MN)
Hydric soil rating: Yes

Spooner

Percent of map unit: 2 percent
Landform: Flats
Landform position (three-dimensional): Dip
Down-slope shape: Concave
Across-slope shape: Linear
Ecological site: F088XY008MN - Wet Mixed Forest
Other vegetative classification: Level Swale, Acid (G088XN005MN)
Hydric soil rating: Yes

Soil Information for All Uses

Suitabilities and Limitations for Use

The Suitabilities and Limitations for Use section includes various soil interpretations displayed as thematic maps with a summary table for the soil map units in the selected area of interest. A single value or rating for each map unit is generated by aggregating the interpretive ratings of individual map unit components. This aggregation process is defined for each interpretation.

Land Management

Land management interpretations are tools designed to guide the user in evaluating existing conditions in planning and predicting the soil response to various land management practices, for a variety of land uses, including cropland, forestland, hayland, pastureland, horticulture, and rangeland. Example interpretations include suitability for a variety of irrigation practices, log landings, haul roads and major skid trails, equipment operability, site preparation, suitability for hand and mechanical planting, potential erosion hazard associated with various practices, and ratings for fencing and waterline installation.

Erosion Hazard (Road, Trail)

FOR - Forestry

The ratings in this interpretation indicate the hazard of soil loss from unsurfaced roads and trails. The ratings are based on soil erosion factor K, slope, and content of rock fragments.

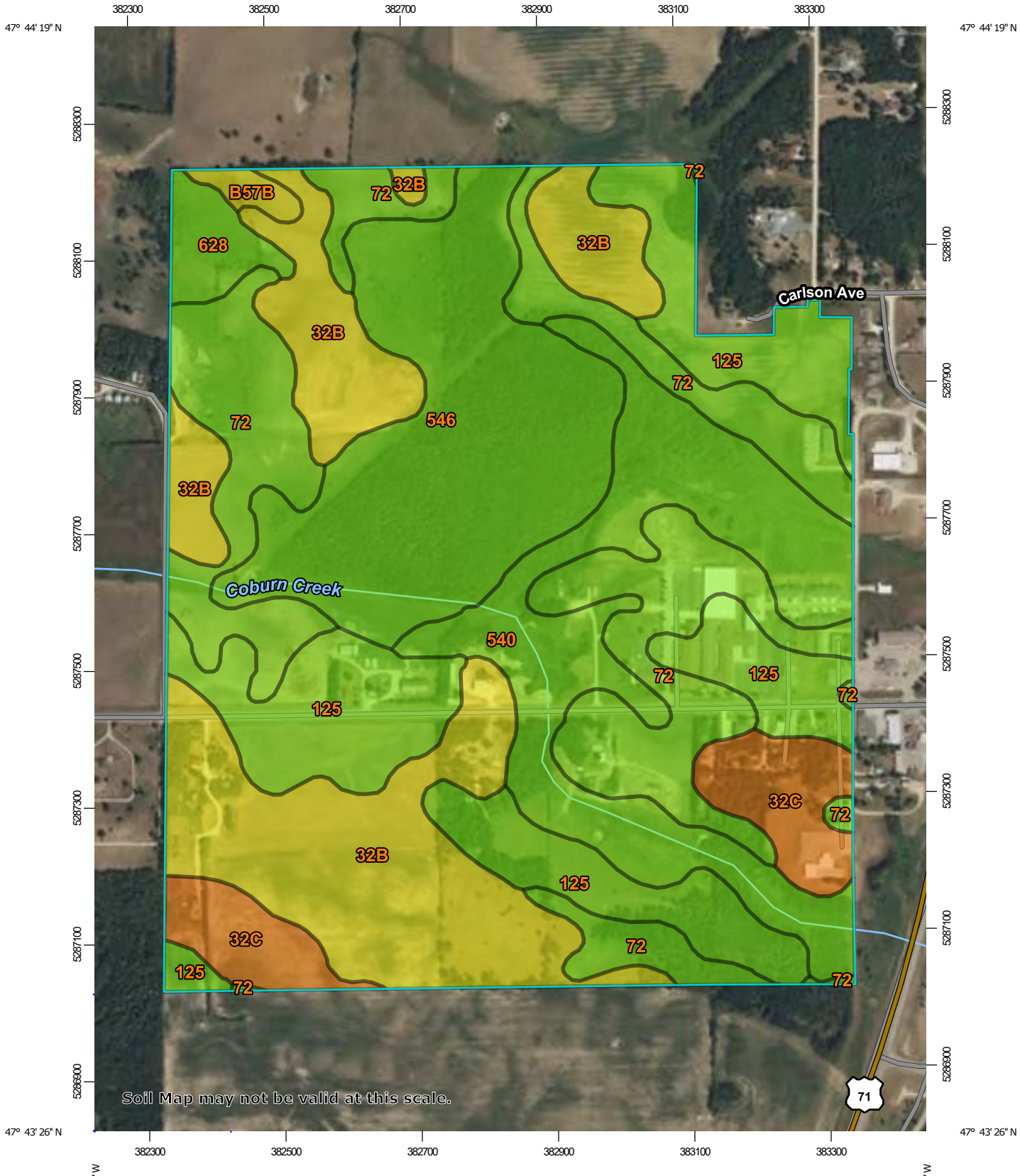
The ratings are both verbal and numerical. The hazard is described as "slight," "moderate," or "severe." A rating of "slight" indicates that little or no erosion is likely; "moderate" indicates that some erosion is likely, that the roads or trails may require occasional maintenance, and that simple erosion-control measures are needed; and "severe" indicates that significant erosion is expected, that the roads or trails require frequent maintenance, and that costly erosion-control measures are needed.

Numerical ratings indicate the severity of individual limitations. The ratings are shown as decimal fractions ranging from 0.01 to 1.00. They indicate gradations

between the point at which a soil feature has the greatest negative impact on the specified aspect of forestland management (1.00) and the point at which the soil feature is not a limitation (0.00).

The map unit components listed for each map unit in the accompanying Summary by Map Unit table in Web Soil Survey or the Aggregation Report in Soil Data Viewer are determined by the aggregation method chosen. An aggregated rating class is shown for each map unit. The components listed for each map unit are only those that have the same rating class as listed for the map unit. The percent composition of each component in a particular map unit is presented to help the user better understand the percentage of each map unit that has the rating presented.

Other components with different ratings may be present in each map unit. The ratings for all components, regardless of the map unit aggregated rating, can be viewed by generating the equivalent report from the Soil Reports tab in Web Soil Survey or from the Soil Data Mart site. Onsite investigation may be needed to validate these interpretations and to confirm the identity of the soil on a given site.



Map Scale: 1:7,860 if printed on A portrait (8.5" x 11") sheet.

N

Meters: 0 100 200 400 600

Feet: 0 350 700 1400 2100

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 15N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils

Soil Rating Polygons
- Very severe
- Severe
- Moderate
- Slight
- Not rated or not available

Soil Rating Lines
- Very severe
- Severe
- Moderate
- Slight
- Not rated or not available

Soil Rating Points
- Very severe
- Severe
- Moderate
- Slight
- Not rated or not available

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Beltrami County, Minnesota
Survey Area Data: Version 19, Sep 9, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 1, 2021—Oct 1, 2021

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Tables—Erosion Hazard (Road, Trail)

Map unit symbol	Map unit name	Rating	Component name (percent)	Rating reasons (numeric values)	Acres in AOI	Percent of AOI
32B	Nebish loam, 1 to 8 percent slopes	Moderate	Nebish (80%)	Slope/erodibility (0.50)	61.2	21.4%
32C	Nebish loam, 3 to 15 percent slopes	Severe	Nebish (85%)	Slope/erodibility (0.95)	15.8	5.5%
72	Shooker loam	Slight	Shooker (70%)		59.4	20.7%
			Beltrami (12%)			
			Hamre (8%)			
			Ricelake (5%)			
125	Beltrami loam, 1 to 3 percent slopes	Slight	Beltrami (80%)		50.8	17.7%
			Kelliher (7%)			
			Shooker (5%)			
			Cathro, occasionally ponded (3%)			
			Ricelake (2%)			
540	Seelyeville-Seelyeville, ponded, complex, 0 to 1 percent slopes	Slight	Seelyeville (55%)		41.5	14.5%
			Seelyeville, ponded (45%)			
546	Lupton-Lupton, ponded, complex, 0 to 1 percent slopes	Slight	Lupton (55%)		50.9	17.8%
			Lupton, ponded (45%)			
628	Talmoon muck	Slight	Talmoon (85%)		5.0	1.8%
B57B	Baudette-Littleswan complex, 0 to 6 percent slopes	Moderate	Baudette (65%)	Slope/erodibility (0.50)	1.7	0.6%
Totals for Area of Interest					**286.4**	**100.0%**

Rating	Acres in AOI	Percent of AOI
Slight	207.6	72.5%
Moderate	63.0	22.0%
Severe	15.8	5.5%
Totals for Area of Interest	**286.4**	**100.0%**

Rating Options—Erosion Hazard (Road, Trail)

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

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APPENDIX II

WHPA and DWSMA Delineations and Vulnerability Assessments

Hydrogeologic Assessment of the Drinking Water Source and Well for the City of Blackduck

DELINEATIONS – WELLHEAD PROTECTION AREA AND DRINKING WATER SUPPLY MANAGEMENT AREA

VULNERABILITY ASSESSMENTS – WELL AND DRINKING WATER SUPPLY MANAGEMENT AREA

April 3, 2023

Hydrogeologic Assessment of the Drinking Water Source and Well for the City of Blackduck

Public Water Supply ID: 1040014

City of Blackduck
City Hall
Blackduck, Minnesota 56630
218-835-4809

https://blackduckmn.com/

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I hereby certify that this plan, document or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Geologist under the laws of the State of Minnesota.

Signature: John Woodside Digitally signed by John Woodside Date: 2023.04.04 15:11:30 -05'00'

Printed Name: John Woodside License Number: 55398

Contact Information

Wellhead Protection Plan Manager

Mike Schwanke, Public Works Superintendent
218-835-4809
Michael.Schwanke@blackduckmn.com

State Planning Staff

Chris Parthun, Minnesota Department of Health Source Water Protection Planner
218-308-2109
chris.parthun@state.mn.us

Licensed Hydrologist

John Woodside, Minnesota Department of Health Source Water Protection Hydrologist
651-201-4658
john.woodside@state.mn.us

Glossary of Terms

Data Element. A specific type of information required by the Minnesota Department of Health to prepare a wellhead protection plan.

Drinking Water Supply Management Area (DWSMA). The area delineated using identifiable landmarks that reflects the scientifically calculated wellhead protection area boundaries as closely as possible (Minnesota Rules, part 4720.5100, subpart 13).

Drinking Water Supply Management Area Vulnerability. An assessment of the likelihood that the aquifer within the DWSMA is subject to impact from land and water uses within the wellhead protection area. It is based upon criteria that are specified under Minnesota Rules, part 4720.5210, subpart 3.

Emergency Response Area (ERA). The part of the wellhead protection area that is defined by a one-year time of travel within the aquifer that is used by the public water supply well (Minnesota Rules, part 4720.5250, subpart 3). It is used to set priorities for managing potential contamination sources within the DWSMA.

Inner Wellhead Management Zone (IWMZ). The land that is within 200 feet of a public water supply well (Minnesota Rules, part 4720.5100, subpart 19). The public water supplier must manage the IWMZ to help protect it from sources of pathogen or chemical contamination that may cause an acute health effect.

Wellhead Protection (WHP). A method of preventing well contamination by effectively managing potential contamination sources in all or a portion of the well's recharge area.

Wellhead Protection Area (WHPA). The surface and subsurface area surrounding a well or well field that supplies a public water system, through which contaminants are likely to move toward and reach the well or well field (Minnesota Statutes, section 103I.005, subdivision 24).

Well Vulnerability. An assessment of the likelihood that a well is at risk to human-caused contamination, either due to its construction or indicated by criteria that are specified under Minnesota Rules, part 4720.5550, subpart 2.

Acronyms

CWI - County Well Index

DNR - Minnesota Department of Natural Resources

EPA - United States Environmental Protection Agency

FSA - Farm Security Administration

MDA - Minnesota Department of Agriculture

MDH - Minnesota Department of Health

MGS - Minnesota Geological Survey

MnDOT - Minnesota Department of Transportation

MnGEO - Minnesota Geospatial Information Office

MODFLOW - Three-Dimensional Finite-Difference Groundwater Model

MPCA - Minnesota Pollution Control Agency

NRCS - Natural Resource Conservation Service

SWCD - Soil and Water Conservation District

UMN - University of Minnesota

USDA - United States Department of Agriculture

USGS - United States Geological Survey

Summary

Protection Areas - The recharge area for the well is known as the wellhead protection area, or WHPA, and represents the area that contributes water to the city's well within a 10-year period. The area that contributes water within a one-year period is known as the emergency response area, or ERA. Practical reasons require the designation of a management area that fully envelops the wellhead protection area, called the drinking water supply management area, or DWSMA. Each of these areas is shown in Figure 1.

Geology and Groundwater Flow – The city of Blackduck has one primary well and one emergency well screened in a sand aquifer that is buried beneath a layer of clay-rich sediment. Such aquifers are known generically as Quaternary Buried Artesian Aquifers (QBAA). The depth of the wells is between 191 and 215 feet deep (Table 1). Regionally, groundwater flow is to the northwest.

Table 1 - Water Supply Well Information

Local Well ID	Unique Number	Use/ Status	Casing Diameter (inches)	Casing Depth (feet)	Well Depth (feet)	Date Constructed/ Reconstructed	Aquifer	Well Vulnerability
Well #5	415804	Emergency	8	161	191	8/23/1985	QBAA	Not Vulnerable
Well #8	769253	Primary	8	190	215	12/01/2008	QBAA	Not Vulnerable

Well Vulnerability - The vulnerability of each well has been assessed based on 1) well construction details, especially conformance with standards required by the state well code, 2) the geologic sensitivity of the aquifer, and 3) past monitoring results. Both city wells meet current well construction standards, suggesting the wells themselves will not serve as pathways for contaminants to enter the subsurface. Geologic protection is provided by the clay-rich materials overlying the sand and gravel aquifer, and directly contributes to the low geologic sensitivity rating of the city wells. Finally, water samples from the primary well lacked detectable tritium (detection indicates the presence of young water), so it is not considered vulnerable at this time (Table 2). This is reinforced by the low chloride/bromide ratios presented below.

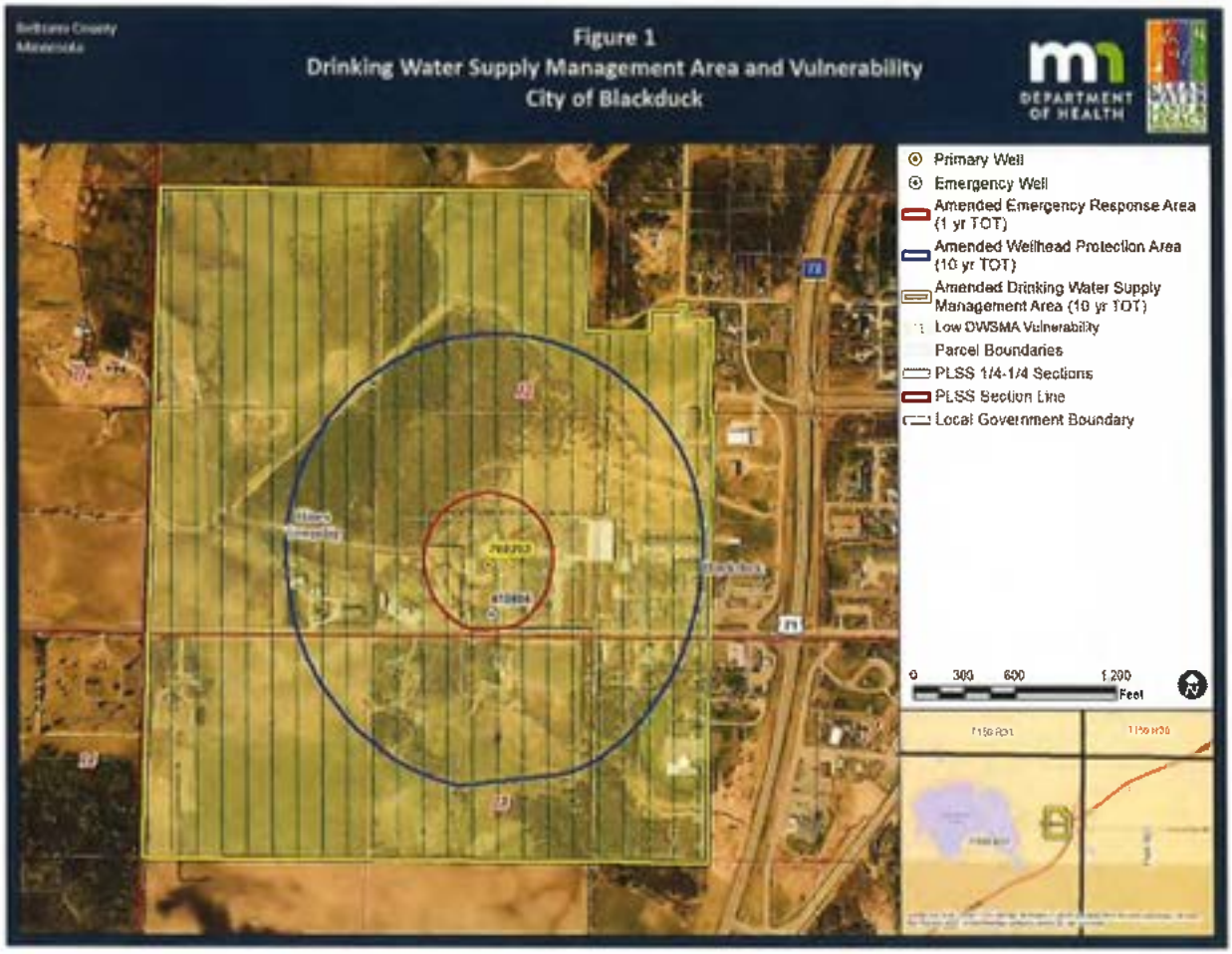
Table 2 - Isotope and Water Quality Results (11/05/2019)

Unique Number (Well Name)	Tritium (TU)	Nitrate (mg/L)	Chloride (mg/L)	Bromide (mg/L)	Chloride/ Bromide Ratio
769253 (Well #8)	< 0.8	<0.05	1.08	0.0492	22

DWSMA Vulnerability-The vulnerability of the city's aquifer throughout the DWSMA is based on the geologic sensitivity ratings of wells and their monitoring data. Based on this information MDH has assigned a low vulnerability to the DWSMA. This suggests that the clay-rich sediments that overlie the city's aquifer prevent water and contaminants from moving quickly from the land surface into the city's aquifer and implies a time of travel of decades or longer. The principal threats to this aquifer are unsealed abandoned wells that penetrate through this clay layer. Such wells are approximately 140 feet or greater in depth in the Blackduck area.

Water Quality Concerns - At present, none of the contaminants for which the Safe Drinking Water Act has established health-based standards has been found above maximum allowable levels in the city's water supply, nor are any present at one-half of those levels. While there is no enforceable federal drinking water standard for manganese, the MDH developed guidance values to keep household drinking water safe, which range from 100 µg/L or less to 300 µg/L or less. Manganese occurs naturally in rocks and soil across Minnesota and is often found in Minnesota ground and surface water. At Blackduck, manganese has been detected in raw water samples at Well #8 at a concentration of 26.2 µg/L, which is below MDH guidance values. Iron has been detected in raw water samples at Well #8 at a concentration of 2,300 µg/L (September 23, 2013), exceeding the secondary maximum contaminant level of 300 µg/L. However, Blackduck treats the water for iron, which has resulted in a concentration of 84.10 µg/L in a sample collected on the same date (September 23, 2013).

Recommendations - Recommendations have been generated to improve future delineations and vulnerability assessments and should be considered for inclusion as management strategies in the city's wellhead protection plan. These activities include well locating and water quality monitoring. Further details can be found in the Recommendations section of this report.


Figure 1
Drinking Water Supply Management Area and Vulnerability
City of Blackduck
DEPARTMENT OF HEALTH
Primary Well
Emergency Well
Amended Emergency Response Area (1 yr TOT)
Amended Wellhead Protection Area (10 yr TOT)
Amended Drinking Water Supply Management Area (10 yr TOT)
Low DWSMA Vulnerability
Parcel Boundaries
PLSS 1/4-1/4 Sections
PLSS Section Line
Local Government Boundary
0 300 600 1,200
Feet

Technical Report

Discussion

This document describes the amendments to Part 1 of the wellhead protection (WHP) plan for the city of Blackduck (PWSID 1040014). The purpose for amending the plan is to address the changes that have occurred since the plan was last approved, in order to update the WHP measures that are needed to protect public drinking water. The amended WHPA and ERA are somewhat smaller (Figure 8) primarily because of decreased water usage and the transition of Well #5 (415804) from primary to emergency use. The work was performed in accordance with the Minnesota Wellhead Protection Rule, parts 4720.5100 to 4720.5590.

This report presents delineations of the wellhead protection area (WHPA) and drinking water supply management area (DWSMA), and the vulnerability assessments for the public water supply well and DWSMA. Figure 1 shows the boundaries for the WHPA and the DWSMA. The WHPA is defined by a 10-year time of travel. Figure 1 also shows the emergency response area (ERA), which is defined by a one-year time of travel. An inner wellhead management zone (IWMZ), which is the area within a 200-foot radius around the well, serves as the wellhead protection area for emergency wells and is not displayed in this report. Definitions of rule-specific terms used are provided in the "Glossary of Terms."

In addition, this report documents the technical information required to prepare this portion of the WHP plan in accordance with the Minnesota Wellhead Protection Rule. Additional technical information is available from MDH.

Table 1 lists all the wells in the public water supply system. Only wells listed as primary are required to be included in the WHP plan.

Assessment of the Data Elements

MDH staff met with representatives of the city of Blackduck on February 28, 2023, for a scoping meeting that identified the data elements required to prepare Part I of the WHP plan. Appendix A presents the assessment of these data elements relative to the present and future implications of planning items specified in Minnesota Rules, part 4720.5210.

General Descriptions

Description of the Water Supply System

The city of Blackduck obtains its drinking water supply from one primary well. Table 1 summarizes information regarding it.

Description of the Hydrogeologic Setting

The city of Blackduck is located along Highway 71 in Beltrami County. The surrounding area is covered by clay-rich till associated with the Koochiching Lobe (Meyer, 1993). The city of Blackduck draws groundwater from a Quaternary Buried Artesian Aquifer (QBAA) composed of sand and gravel and located approximately 150 feet below land surface. The buried aquifer is separated from the land surface by clay-rich sediments, which serve as natural geologic protection against surficial contaminants. The aquifer thickness is estimated to be approximately 35 feet in the vicinity of the well. Groundwater within the aquifer flows to the northwest (Figure 2).

A description of the hydrogeologic setting for the aquifer used to supply drinking water is presented in Table 3.

Table 3 - Description of the Local Hydrogeologic Setting

Attribute	Descriptor	Data Source
Aquifer Material	Sand	CWI
Porosity Type and Value	Primary, 0.20	Fetter, 2001
Aquifer Thickness	Approximately 35 feet	CWI
Stratigraphic Top Elevation	Variable: 1,190 – 1,209 ft AMSL	CWI
Stratigraphic Bottom Elevation	Variable: 1,150 – 1,178 ft AMSL	CWI
Hydraulic Confinement	Confined	CWI
Transmissivity	Range of Values: 570 – 850 ft^2/day	A range of transmissivity values was used to reflect changes in aquifer composition and thickness as well as uncertainties related to the quality of existing aquifer test data. See Table 4 for the reference value.

Attribute	Descriptor	Data Source
Hydraulic Conductivity	Range of Values: 16 – 25 ft/day	The range of values was derived from the reference transmissivity and thickness values.
Groundwater Flow Field	Proximal to the city, groundwater flow is northwest, with an approximate compass direction of 286° and gradient of 0.0005 (Figure 2).	Defined by using static water level elevations from well records in the CWI database.

The distribution of the aquifer and its stratigraphic relationships with adjacent geologic materials are shown in Figures 3, 4, and 5. They were prepared using well record data contained in the CWI database. The geological maps and studies used to further define local hydrogeologic conditions are provided in the "Selected References" section of this report.

Delineation of the Wellhead Protection Area

Delineation Criteria

The boundaries of the WHPA for the city of Blackduck are shown in Figure 1. Table 4 describes how the delineation criteria specified under Minnesota Rules, part 4720.5510, were addressed.

Table 4 - Description of WHPA Delineation Criteria

Criterion	Description	How the Criterion was Addressed
Flow Boundary	None	There are no flow boundaries close enough to the public water supply well that may have an impact on the well's capture area.

Criterion	Description	How the Criterion was Addressed
Daily Volume of Water Pumped	See Table 5	Pumping information was obtained from the DNR, Appropriations Permit Number 1984-1124, and was converted to a daily volume pumped by a well.
Groundwater Flow Field	Groundwater flow is northwest, with an approximate compass direction of 286º and gradient of 0.0005 (Figure 2).	The groundwater flow field was determined from local well data and input explicitly into MODFLOW and a capture zone was calculated based on the flow field.
Aquifer Transmissivity (T)	Reference Value: 570 ft^2/day	The aquifer test plan used for the initial delineation was re-approved on March 13, 2023, and T was determined from the existing aquifer test. Uncertainty regarding aquifer transmissivity was addressed as described in Addressing Model Uncertainty section.
Time of Travel	10 years	The public water supplier selected a 10-year time of travel.

Pumping data was obtained from the DNR Permit and Reporting System (MPARS) for the public water supply's Appropriation Permit Number 1984-1124. These values, confirmed by the public water supplier, were used to identify the maximum volume of water pumped annually by each well over the previous five-year period, as shown in Table 5. An estimate of the pumping for the next five years is also shown. The maximum daily volume of discharge used as an input parameter in the model was calculated by dividing the greatest annual pumping volume by 365 days.

Table 5 - Annual Volume of Water Discharged from Water Supply Wells

Well Name	Unique Number	2018	2019	2020	2021	2022	2027 Pumping	Daily Volume (cubic meters)
Well #5	415804	0	0	0	**1.804**	0	No Increase	19
Well #8	769253	20.729	20.468	**22.483**	20.353	19.482	No Increase	233

(Expressed as millions of gallons. Bolding indicates greatest annual pumping volume.)
No other high-capacity wells were included in the delineation.

Method Used to Delineate the Wellhead Protection Area

The WHPA for the city of Blackduck well was determined using a stochastic method. This method utilized a groundwater flow model created using the software code MODFLOW (McDonald and Harbaugh, 1988). The resulting WHPA boundary is a composite of the probable capture zones calculated using this approach (Figure 1).

MODFLOW-2005 (Harbaugh, 2005) was developed by the United States Geological Survey (USGS) and is publically available. The program has been thoroughly documented, is widely used by consultants, government agencies, and researchers and consistently accepted in regulatory proceedings. MODFLOW is also an extremely versatile program capable of simulating groundwater flow in up to three dimensions while offering a variety of boundary condition options, confined or unconfined aquifer conditions and allowing for vertical discretization through the use of layering.

A deterministic model typically uses a fixed set of parameters and boundary conditions to simulate a "best guess" at what is occurring in the groundwater flow system. However, deterministic models often fail to address uncertainty in parameter distributions and how much that uncertainty may affect predictions. Hydraulic conductivity, for example, is particularly prone to uncertainty as aquifers are typically not homogeneous and limited data on the subsurface in the form of specific capacity and aquifer tests is often spatially distant from one another and/or has uncertain data quality. One method for dealing with this uncertainty is using a stochastic method. A stochastic method, in this case known as a Monte Carlo approach, uses a range of feasible parameter values and generates possible "realizations" that are equally probable. Each realization is then used to make a prediction and estimate the probability of capture at any given well.

A numerical groundwater model was constructed consisting of 116 rows, 116 columns and one layer. The model incorporates a variable areal grid spacing ranging from four meters near the city's well(s) and grading to 100 meters at the boundaries of the model domain. Layer 1 corresponds to the sand unit that Well #8 is screened in and is 35 feet thick. Constant head boundaries were input into the domain and represent the regional flow field. No flow boundaries are cells where flow cannot occur and are implicitly represented as the boundaries of the model domain, other than the constant head boundaries described above, and the bottom of Layer 1. For simplicity, aquifer recharge was not used as an input parameter. Ranges of hydraulic conductivity values were first estimated from literature review and then refined with specific capacity data and/or aquifer tests within the model domain.

Due to the heterogeneity of the unconsolidated sand and the lack of contiguous lenses for discretization of hydraulic conductivity zones, site specific data within the model domain was interpolated using the Parameter Estimation (PEST) tool. PEST is a calibration tool developed by John Doherty of Watermark Computing and is most commonly used to estimate aquifer hydraulic conductivity (Doherty, 2010). Typical zonation of hydraulic conductivity introduces zones of different hydraulic conductivity in the model domain at locations where the modeler feels they would do the most good. The parameter zonation process would then be repeated until the fit between model outcomes and field observations was acceptable. Characterization of geologic heterogeneity in the model domain by zones of piecewise uniformity is not in harmony with the nature of the alluvial material, therefore any zonation pattern that is finally decided upon is only defensible on the basis that it is better to employ such a zonation scheme than to ignore geologic heterogeneity altogether. To overcome this problem the distribution of hydraulic conductivity within the model domain was described by a set of pilot points. The pilot point locations and range of values in the model domain were derived from specific capacity data and aquifer test data. These values go into the RANDom PARameter (RANDPAR) utility, which is used to generate the random parameter set realizations. The realizations and the values associated with them were then smoothed with the geostatistical method of kriging and input into the model runs.

To determine the WHPA, the many MODFLOW model realizations were used with a particle tracking program called MODPATH (Pollock, 2016). MODPATH was used to evaluate advective transport of simulated particles moving through the simulated flow system. A series of 360 particles were launched at each well. A porosity of 20 percent was used for the aquifer used by the city and a one-year and 10-year reverse time of travel was calculated for each realization. Each of these potential capture zones were composited into a probability of capture based on the number of times any specific location is included in the capture areas generated, divided by the total number of realizations (Figures 6 and 7). The combined output of all model results was composited to create the final WHPA (Figure 1).

Results of Model Calibration and Sensitivity Analysis

Model calibration is a procedure that compares the results of a model based on estimated input values to measured or known values. This procedure can be used to define model validity over a range of input values, or it helps determine the level of confidence with which model

results may be used. As a matter of practice, groundwater flow models are usually calibrated using water elevation or flux. Due to the simplicity of the MODFLOW modeling approach used for this project, it does not require calibration.

The Monte Carlo approach is used to address the possible range of hydraulic conductivity near the city wells by generating probable realizations for the ranges of values assigned to its input parameters. This helps to define the subset of values for which the delineation results are most likely to reflect local hydrogeologic conditions and, therefore, provide the best results.

Model sensitivity is the amount of change in model results caused by the variation of a particular input parameter. Because of the simplicity of the MODFLOW model, the direction and extent of the modeled capture zone may be very sensitive to any of the input parameters:

- The pumping rate directly affects the volume of the aquifer that contributes water to the well. An increase in pumping rate leads to an equivalent increase in the volume of aquifer within the capture zone, proportional to the porosity of the aquifer materials. However, the pumping rate is based on the results presented in Table 5 and, therefore, is not a variable factor that will influence the delineation of the WHPA.
- The direction of groundwater flow determines the orientation of the capture area. Variations in the direction of groundwater flow will not affect the size of the capture zone but are important for defining the areas that are the source of water to the well. The ambient groundwater flow field defined in Figure 2 provides the basis for determining the extent to which each model run reflects the conceptual understanding of the orientation of the capture area for a well.
- A hydraulic gradient of zero produces a circular capture zone, centered on the well. As the hydraulic gradient increases, the capture zone changes into an elliptical shape, with the well centered on the down-gradient focal point. The hydraulic gradient was determined by using water level elevations that were taken from wells that have verified locations (Figure 2). Generally, the accuracy of the hydraulic gradient determination is directly proportional to the amount of available data that describes the distribution of hydraulic head in the aquifer.
- The aquifer thickness, hydraulic conductivity, and porosity influence the size and shape of the capture zone. A decrease in porosity causes a linear, proportional increase in the areal extent of the capture zone, whereas thickness and hydraulic conductivity each factor into the transmissivity, which defines the relative proportions of the capture zone width to length. A decrease in thickness or hydraulic conductivity decreases the length of the capture zone and increases the distance to the stagnation point, making the capture zone more circular in shape and centered around the well.

Addressing Model Uncertainty

Using computer models to simulate groundwater flow involves representing a complicated natural system in a simplified manner. Local geologic conditions may vary within the capture areas of the public water supply wells, but the amount of existing information needed to accurately define this degree of variability is often not available for portions of the WHPA. In

addition, the current capabilities of groundwater flow models may not be sufficient to represent the natural flow system exactly. However, the results are valid within a range defined by the reasonable variation of input parameters for this delineation setting.

The steps employed for this delineation to address model uncertainty were:

1. Pumping Rate - For each well, a maximum historical (five-year) pumping rate or an engineering estimate of future pumping, whichever is greater (Minnesota Rules, part 4720.5510, subpart 4).
2. Ambient Flow Field - A composite of capture zones created from angles of flow that are 10 degrees greater and 10 degrees lesser than the representative angle of ambient flow (Minnesota Rules, part 4720.5510, subpart 5, B(2).
3. Probability Analysis – The Monte Carlo approach was used to estimate capture zone probability as well as variability in hydraulic conductivity.

Capture areas were developed for a range of hydraulic conductivities and times of travel of one and of 10 years (Figures 6 and 7, respectively). As the model code uses constant input values for each run, several runs were required to include all variations in input parameters. Table 6 documents the variables used to address MODFLOW uncertainty. The input files for all realizations and related information are available at MDH upon request.

Table 6 - Summary of Model Parameters Used in MODFLOW Realizations

Well Name	File Name	Discharge (cubic meters per day)	Hydraulic Conductivity Range (meters per day)	Gradient	Flow Angle	Porosity (%)	Aquifer Thickness (meters)	Number of Realizations
Well #8	Blackduck_2023.ipynb	233	2.6 – 7.2	0.0005	286	20	10.7	150

Delineation of the Drinking Water Supply Management Area

The boundaries of the Drinking Water Supply Management Area (DWSMA) were defined by the city of Blackduck using the following features (Figure 1):

- Centerlines of highways, streets, roads, or railroad rights-of-ways
- Public Land Survey coordinates
- Property or fence lines

Summary of Comparisons Between the Previous and Current WHPA and DWSMA Delineations

The new WHPA is smaller than the previous protection area delineated approved in 2011, but the size of the DWSMA has increased slightly due to identifiable boundaries relative to the revised WHPA (Figure 8). The decrease in protection area is due to a change in well status of Well #5 (415804) from primary to emergency use, a decrease in water use, and, in part, a change in the groundwater modeling approach.

In 2010, a combination of two modeling methods was used: the EPA's semi-quantitative WHPA Code, and a stochastic groundwater flow model, called Oneka. The WHPA Code was appropriate to use for the delineation because no flow boundaries were known to exist in the upgradient direction of groundwater flow from the wells, at least in the areas of the one-year and 10-year time of travel. However, it has limited capabilities to address aquifer settings that exhibit variable geologic conditions or variations in the direction of the groundwater flow field. Oneka was considered a suitable model to use given the uncertainties of the geologic setting. The uncertainty of aquifer properties was challenging to adequately simulate using a traditional deterministic flow model, such as MODFLOW. For this reason, Oneka, a probabilistic model was a good alternative for the Blackduck setting.

Since 2010, there have been significant advances to better address the complexities of groundwater flow systems and parameter uncertainty in traditional groundwater models, such as MODFLOW. For this reason, a MODFLOW model was developed for this amendment. The use of PEST++IES (White et al, 2020) to optimize hydraulic conductivity combined with a Monte Carlo approach to address uncertainty resulted in a significant decrease in the protection areas compared to the previous modeling approach.

Vulnerability Assessments

The Part I wellhead protection plan includes the vulnerability assessments for the city of Blackduck's well and DWSMA. These vulnerability assessments are used to help define potential contamination sources within the DWSMA and select appropriate measures for reducing the risk that they present to the public water supply.

Assessment of Well Vulnerability

The vulnerability for the well used by the city of Blackduck is listed in Table 1 and is based upon the following conditions:

1. Well construction meets current State Well Code specifications (Minnesota Rules, part 4725), meaning that the well itself should not provide a pathway for contaminants to enter the aquifer used by the public water supplier.

2. The geologic conditions at the well site include a cover of clay-rich geologic materials over the aquifer that is sufficient to retard or prevent the vertical movement of contaminants.
3. None of the human-caused contaminants regulated under the federal Safe Drinking Water Act have been detected at levels indicating that the well itself serves to draw contaminants into the aquifer because of pumping.
4. Water samples were collected from Well #8 (769253) on November 05, 2019, and were analyzed for tritium, nitrate, chloride and bromide (Table 2). No tritium or nitrate was detected in the sample, confirming the non-vulnerable nature of the well (Alexander and Alexander, 1989). In addition, the chloride and bromide results confirm that the well has not been impacted by land-use activities (Mullaney et. al, 2009).

Assessment of Drinking Water Supply Management Area Vulnerability

The DWSMA vulnerability is shown in Figure 1 and is based upon the following information:

1. Isotopic and water chemistry data from wells located within the DWSMA indicate that the aquifer contains water that has no detectable levels of tritium or human-caused contamination; and
2. Review of the geologic logs contained in the CWI database and geological maps and reports indicate that the aquifer exhibits a low geologic sensitivity throughout the DWSMA and is isolated from the direct vertical recharge of surface water.

Therefore, given the information currently available, it is prudent to assign a low vulnerability rating to the DWSMA, in accordance with the Minnesota Wellhead Protection Rule (parts 4720.5100 to 4720.5590).

Recommendations

The following recommendations have been generated to inform the next amendment of the city of Blackduck's Wellhead Protection Plan.

1. Well Locating: If wells are constructed within two-miles of the city or one mile of the DWSMA, their locations should be verified. This information may allow a better understanding of the extent and thickness of the city's aquifers and the overlying clay confining units and result in a more refined WHPA in the future.
2. Water Quality Monitoring: The standard assessment monitoring package should be analyzed during year six, including the primary well(s), contingent on funding assistance from MDH for sampling and analysis. The city may need to collect the samples and ship them to MDH. Information generated by this sampling will be used to refine vulnerability assessments for the next amendment.

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Figures

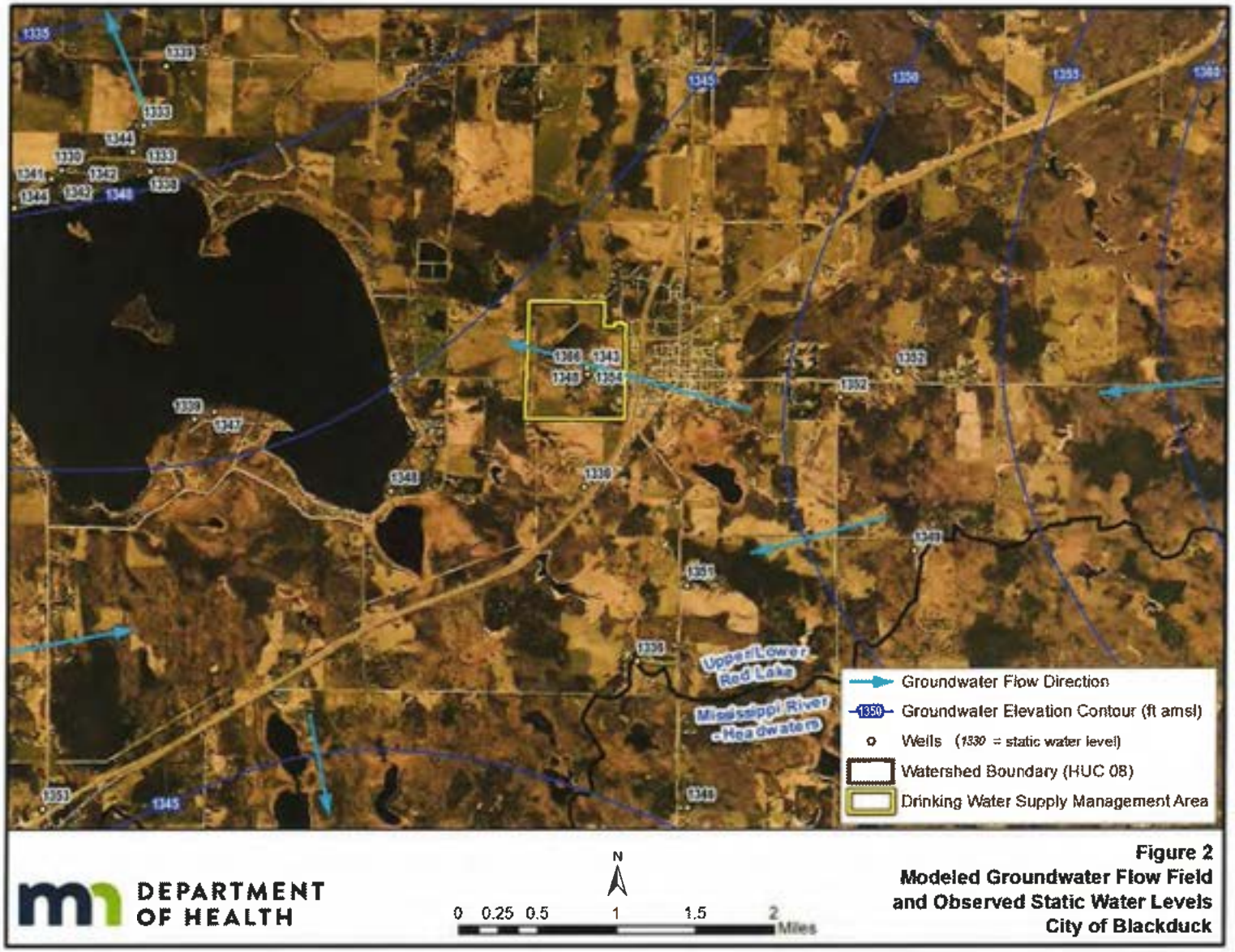


Figure 2
Modeled Groundwater Flow Field and Observed Static Water Levels
City of Blackduck

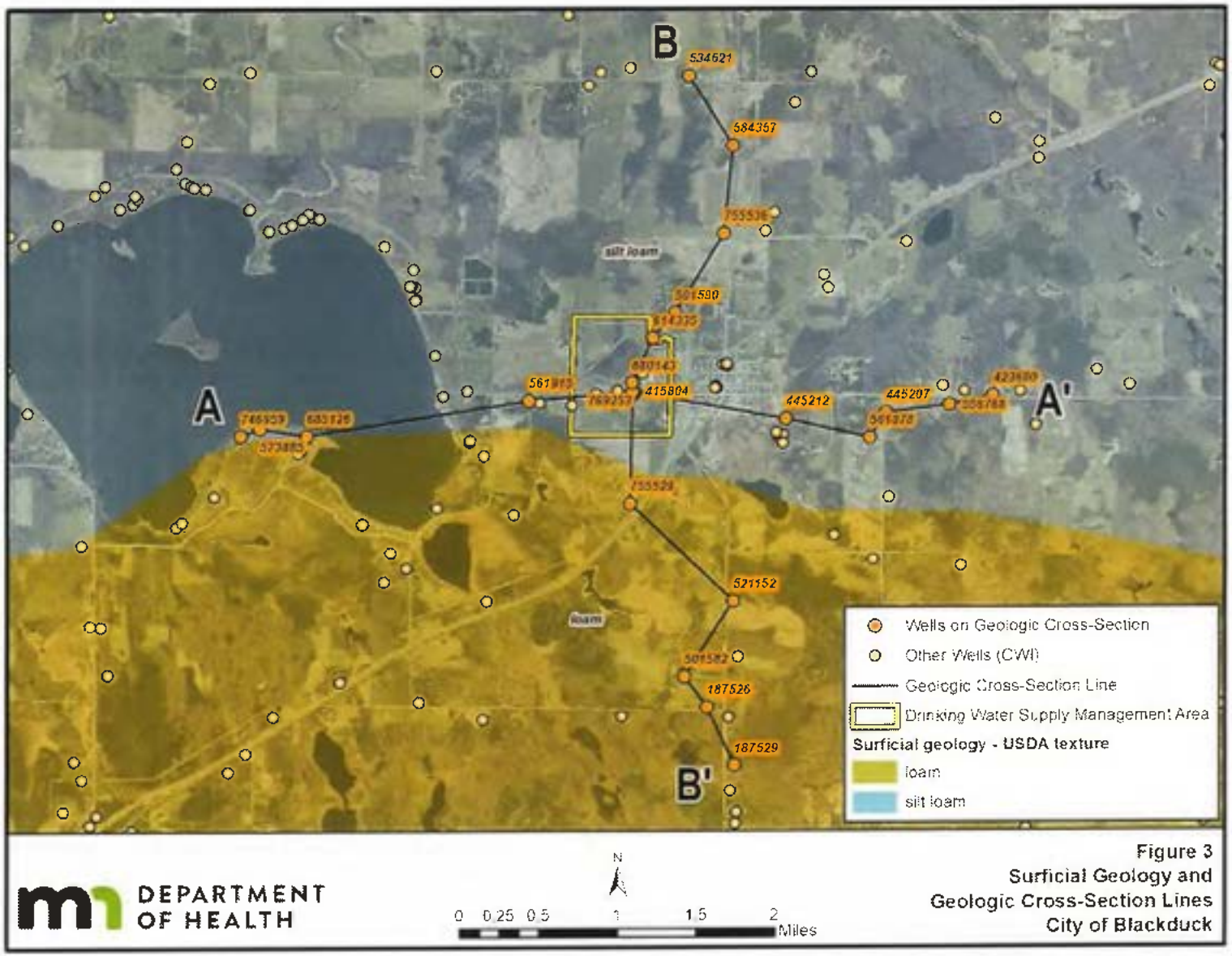
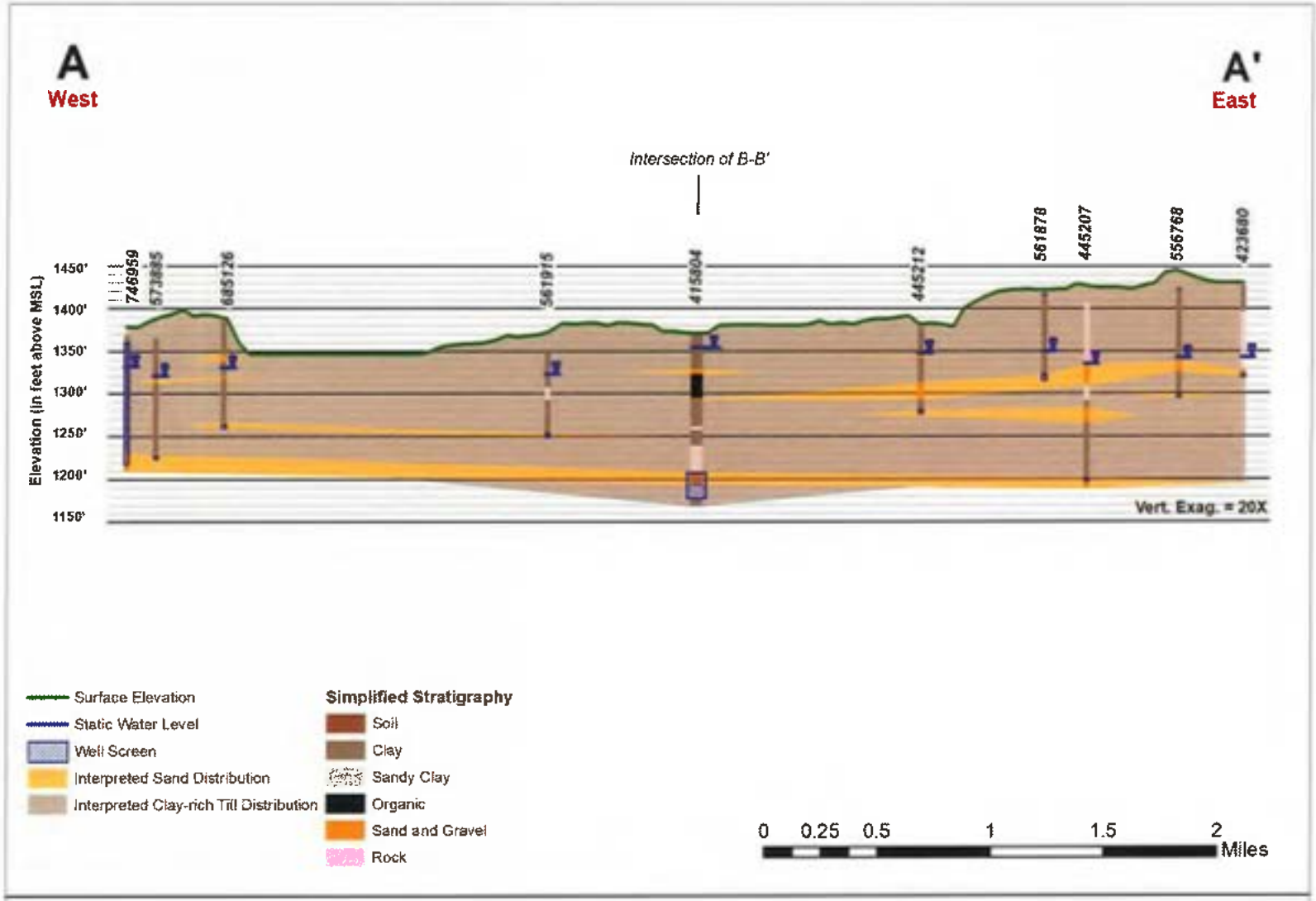
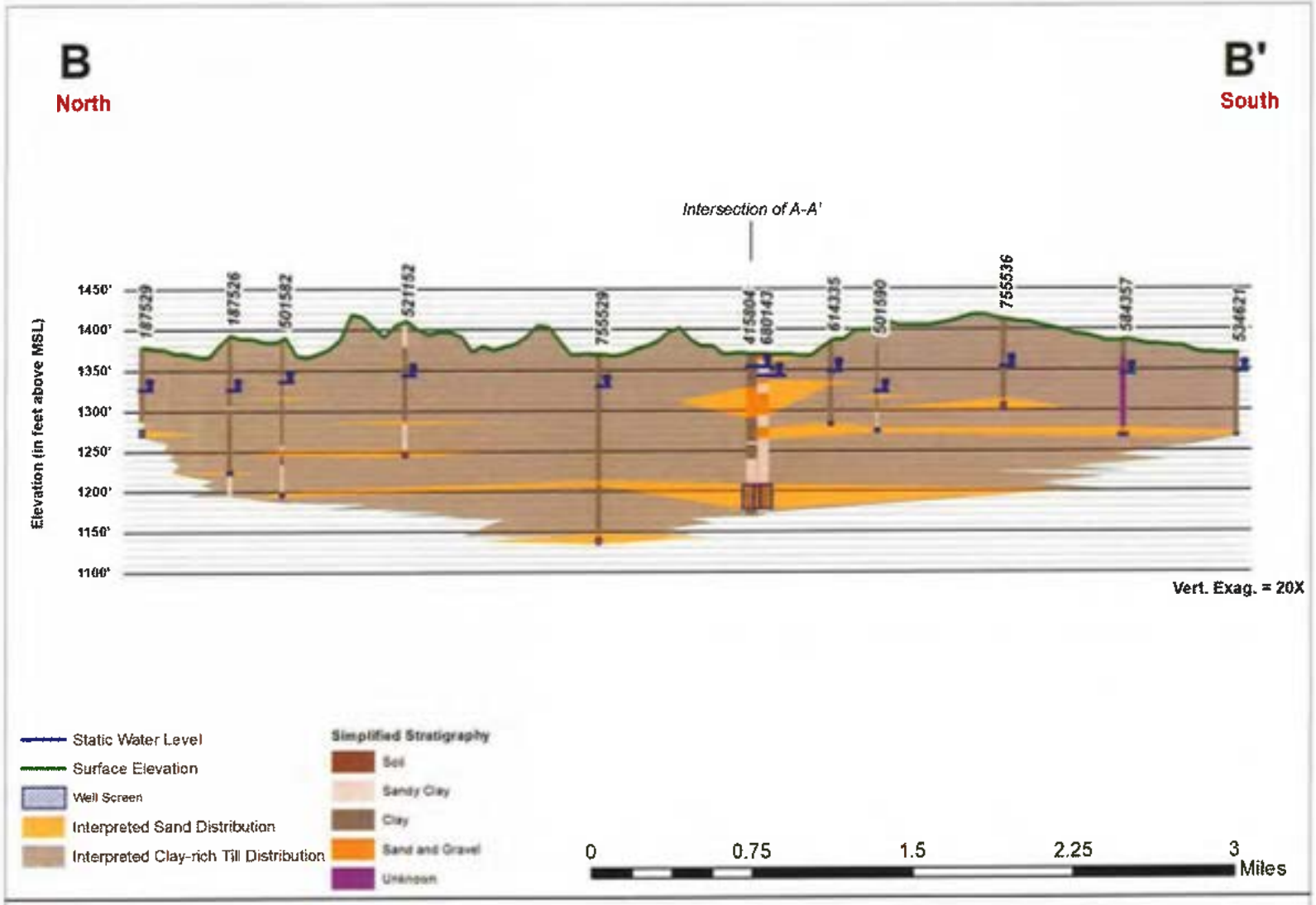


Figure 3
Surficial Geology and
Geologic Cross-Section Lines
City of Blackduck



DEPARTMENT OF HEALTH

Figure 4
Geologic Cross-Section A-A'
City of Blackduck



DEPARTMENT OF HEALTH

Figure 5
Geologic Cross-Section B-B'
City of Blackduck

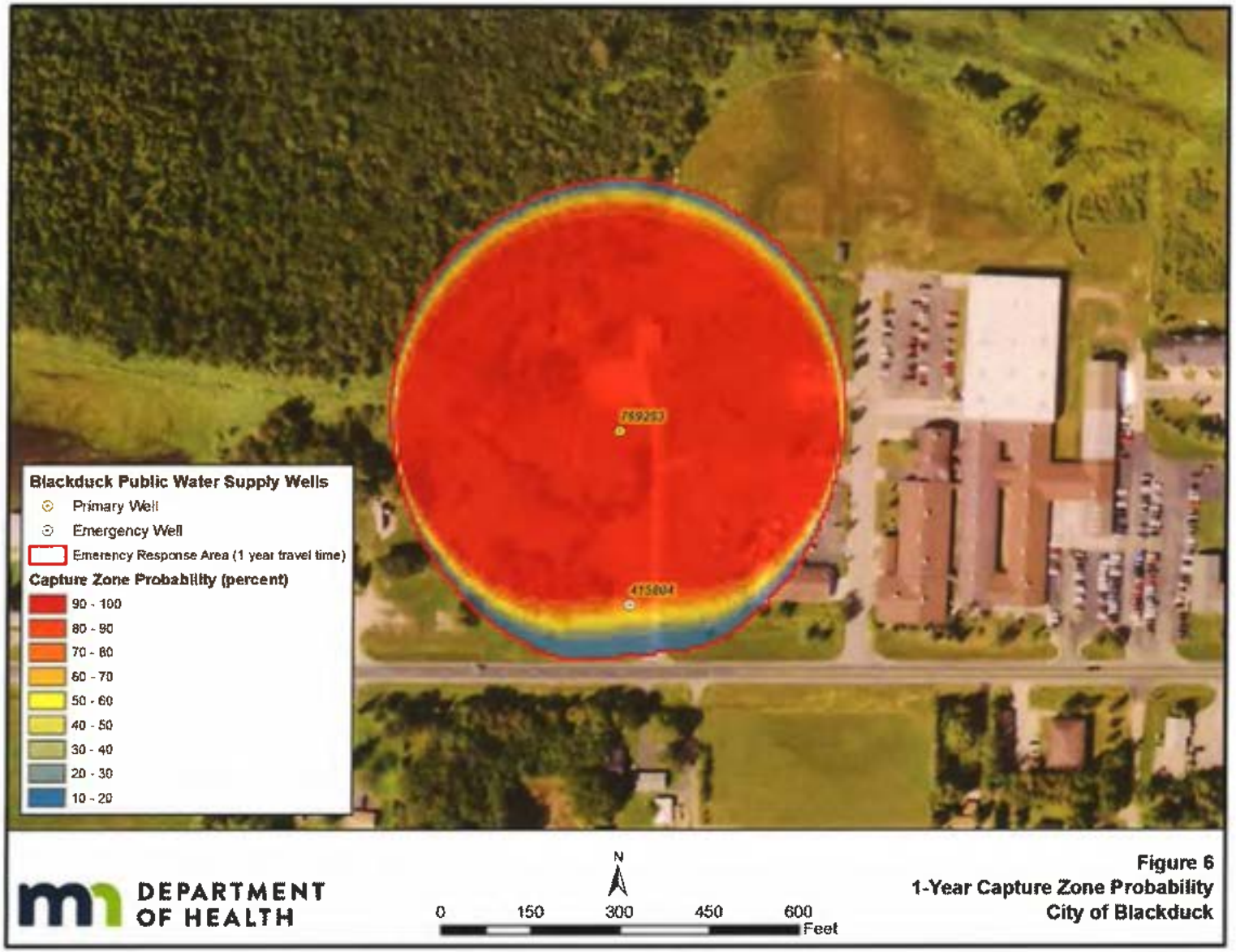


Figure 6
1-Year Capture Zone Probability
City of Blackduck

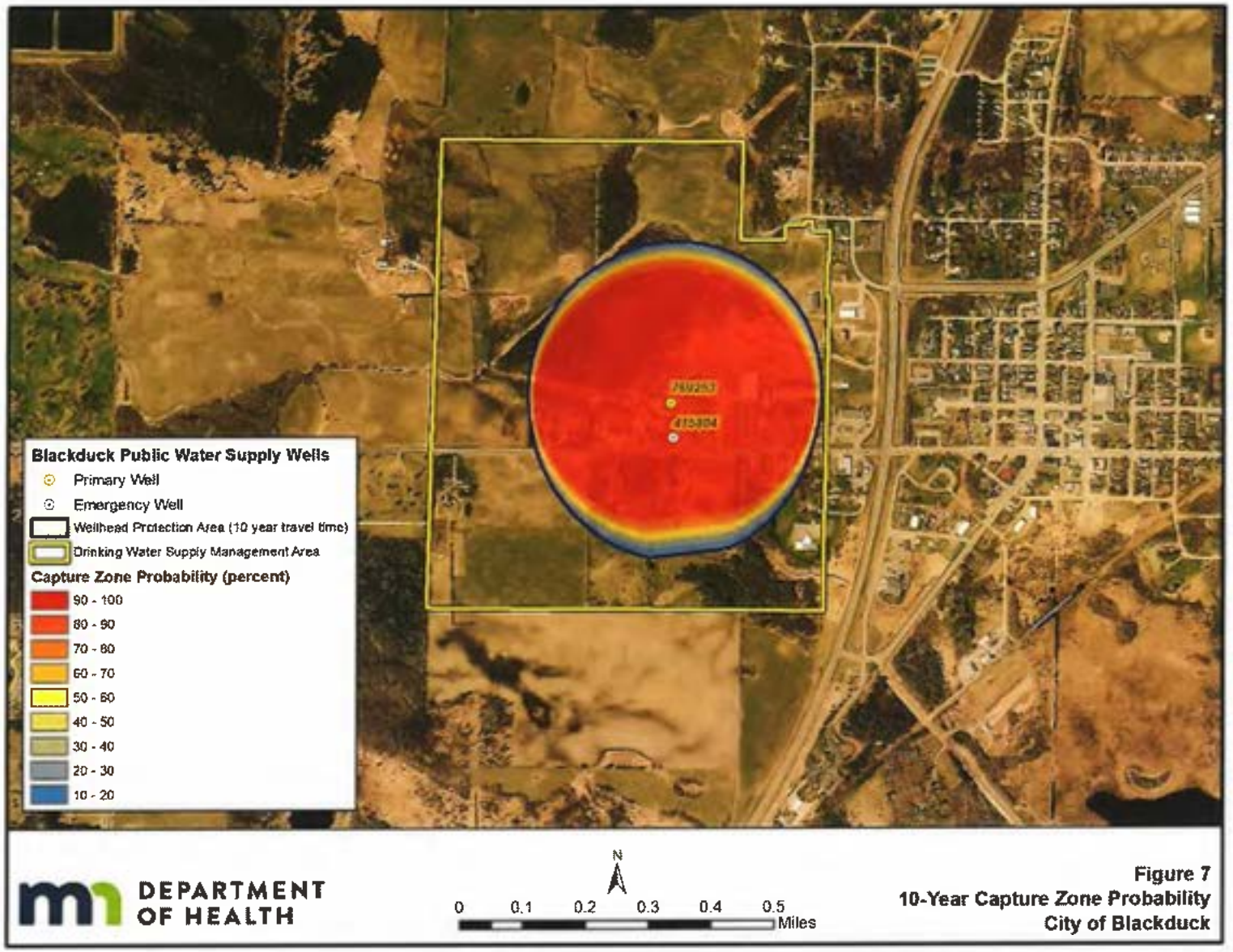


Figure 7
10-Year Capture Zone Probability
City of Blackduck

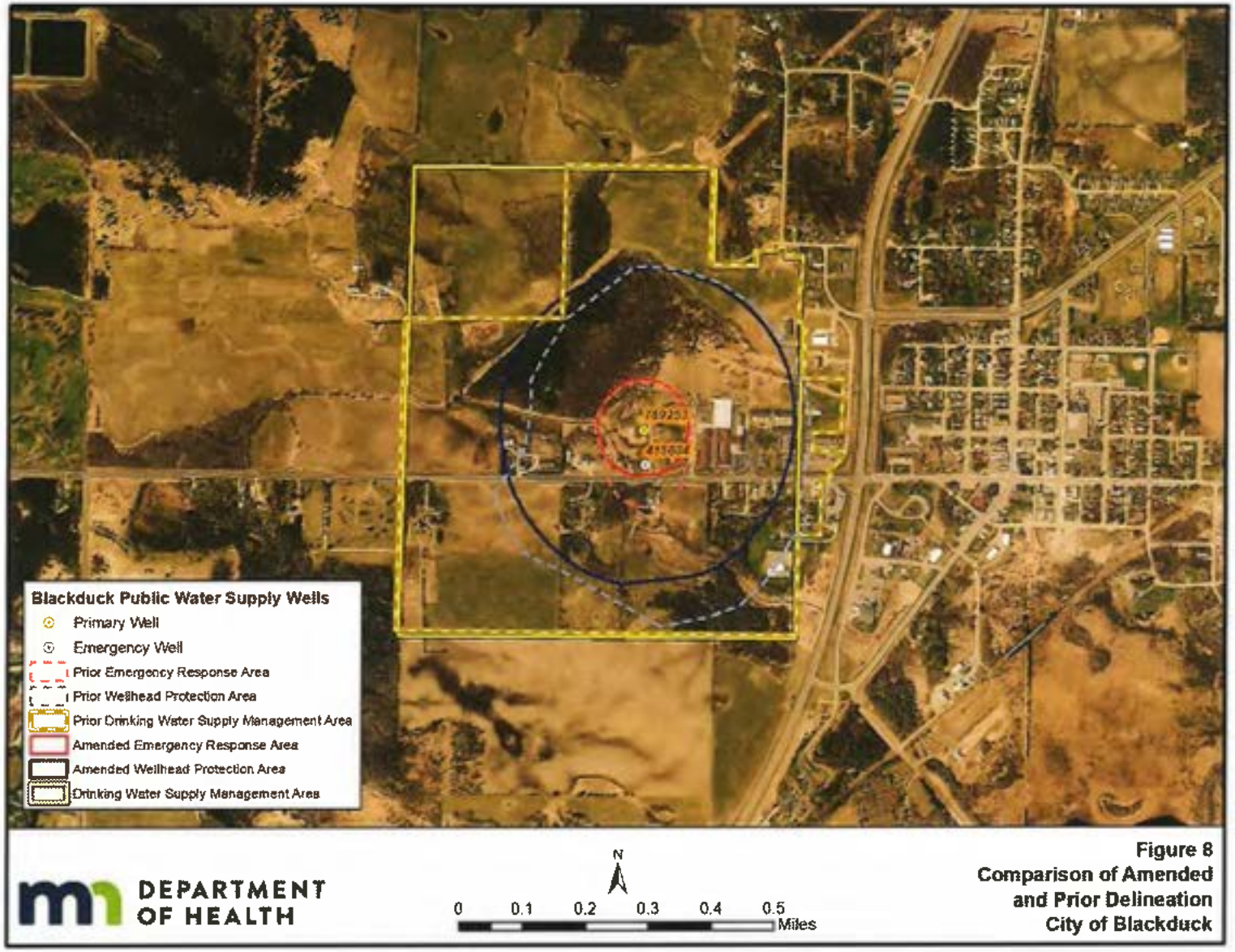


Figure 8
Comparison of Amended and Prior Delineation
City of Blackduck

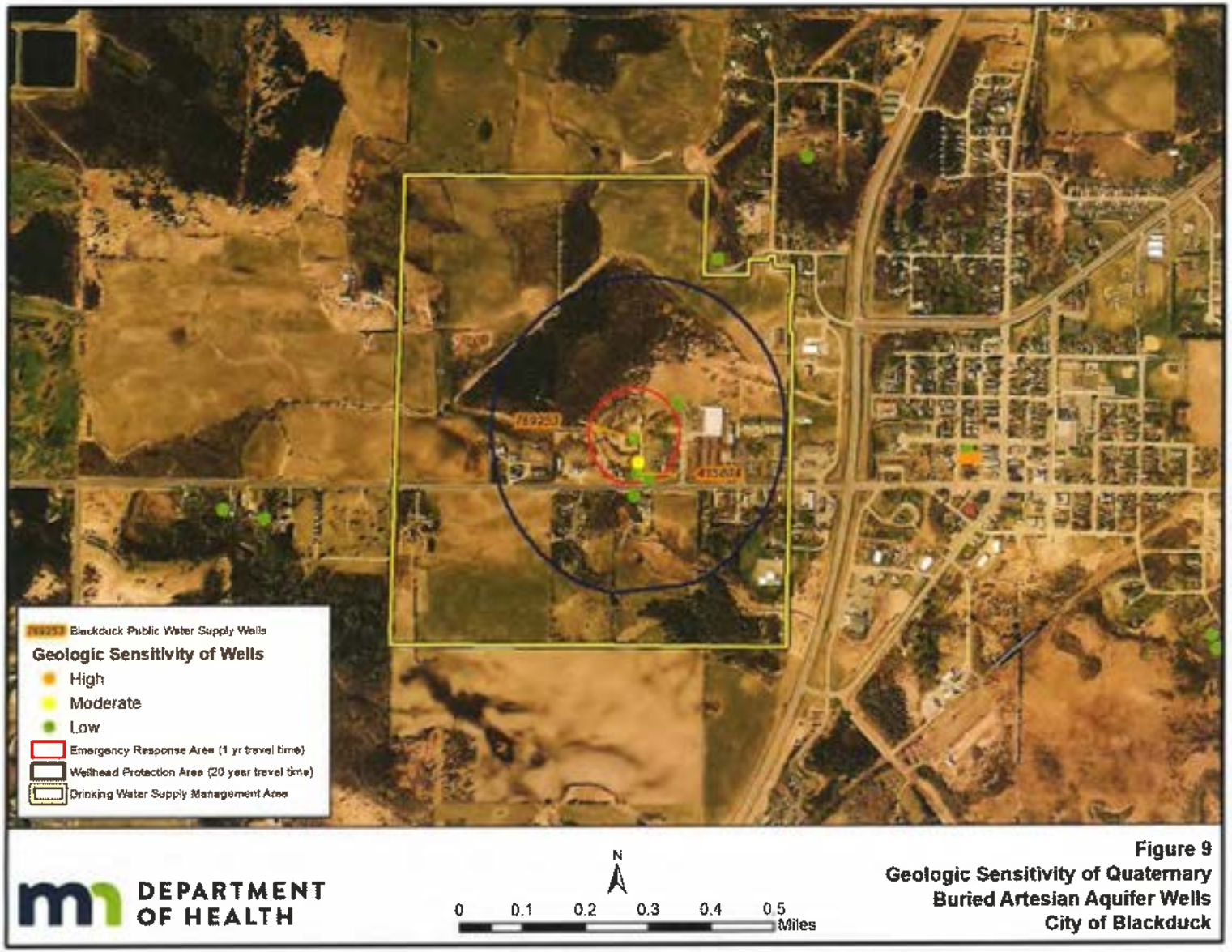


Figure 9
Geologic Sensitivity of Quaternary Buried Artesian Aquifer Wells
City of Blackduck

Appendix A: Data Elements Assessment

Data Type	Data Element	Use of the Well(s)	Delineation Criteria	Quality and Quantity of Well Water	Land and Groundwater Use in DWSMA	Data Source
Climate	Precipitation					
Geology	Maps and geologic descriptions	M	H	H	H	MGS, MDH
Geology	Subsurface data	M	H	H	H	MGS, MDH
Geology	Borehole geophysics	M	H	H	H	No relevant data found
Geology	Surface geophysics	L	L	L	L	No relevant data found
Soils	Maps and soil descriptions					
Soils	Eroding lands					
Water Resources	Watershed units					
Water Resources	List of public waters					
Water Resources	Shoreland classifications					
Water Resources	Wetlands map					
Water Resources	Floodplain map					
Land Use	Parcel boundaries map	L	H	L	L	Beltrami County
Land Use	Political boundaries map	L	H	L	L	MnGEO
Land Use	Public Land Survey map	L	H	L	L	MnGEO
Land Use	Land use map and inventory					
Land Use	Comprehensive land use map					
Land Use	Zoning map					
Public Utility Services	Transportation routes and corridors	L	L	L	L	MnDOT, MnGEO
Public Utility Services	Storm/sanitary sewers and PWS system map					
Public Utility Services	Oil and gas pipelines map					
Public Utility Services	Public drainage systems map or list					
Public Utility Services	Records of well construction, maintenance, and use	H	H	H	H	CWI, MDH
Surface Water Quantity	Stream flow data					

Data Type	Data Element	Use of the Well(s)	Delineation Criteria	Quality and Quantity of Well Water	Land and Groundwater Use in DWSMA	Data Source
Surface Water Quantity	Ordinary high water mark data					
Surface Water Quantity	Permitted withdrawals					
Surface Water Quantity	Protected levels/flows					
Surface Water Quantity	Water use conflicts					
Groundwater Quantity	Permitted withdrawals	H	H	H	H	DNR
Groundwater Quantity	Groundwater use conflicts	H	H	H	H	No relevant data found
Groundwater Quantity	Water Levels	H	H	H	H	CWI
Surface Water Quality	Stream and lake water quality management classifications					
Surface Water Quality	Monitoring data summary					
Groundwater Quality	Monitoring data	H	H	H	H	MDH
Groundwater Quality	Isotopic data	H	H	H	H	MDH
Groundwater Quality	Tracer studies	H	H	H	H	No relevant data found
Groundwater Quality	Contamination site data	M	M	M	M	No relevant data found
Groundwater Quality	Property audit data from contamination sites					
Groundwater Quality	MPCA and MDA spills/release reports	M	M	M	M	No relevant data found

Definitions Used for Assessing Data Elements

- High (H): the data element has a direct impact
- Moderate (M): the data element has an indirect or marginal impact
- Low (L): the data element has little if any impact
- Shaded: the data element was not required by MDH for preparing this delineation

Acronyms used in this report are listed after the Glossary of Terms

Appendix III

Potential Contaminant Source Inventory

PCSI_ID	PIN	FAC_NAME	ADDRESS	CITY	ZIP_CODE	PCS_C	STATUS_C	MAT_C	PROGRAM_ID	TOTAL	COMMENT
1	810002404	City of Blackduck	PO Box 380	Blackduck	56630	Water Well	A	WEL	415804	1 Public Supply Water Well	
2	810002404	City of Blackdcuk	PO Box 380	Blackduck	56630	Water Well	A	WEL	769253	1 Public Supply Water Well	
3	810050900	City of Blackdcuk	PO Box 380	Blackduck	56630	Water Well	A	WEL	195198	1 Test Well	
4	180017200	Leonard Lundberg	22387 Blackduck Lake Rd NE	Blackduck	56630	Water Well	A	WEL	269206	1 Water Well	Well information is unknown
5	180017700	Duane Tjepkes	22388 Blackduck Lake Rd NE	Blackduck	56630	Water Well	A	WEL	269207	1 Water Well	Well information is unknown
6	180017000	Corey Edward Rudnicki	22201 Blackduck Lake Rd NE	Blackduck	56630	Water Well	A	WEL	269209	1 Water Well	Well information is unknown
7	180017900	Harold Priem	21964 Blackduck Lake Rd NE	Blackduck	56630	Water Well	A	WEL	269208	1 Water Well	Well information is unknown
8	180016900	Corey Edward Rudnicki	25212 Homestead Ln NE	Blackduck	56630	Water Well	A	WEL	865283	1 Water Well	

Appendix IV

MDH Scoping II Required Information

DEPARTMENT OF HEALTH

Protecting, Maintaining and Improving the Health of All Minnesotans

September 11, 2024

Mr. Mike Schwanke, Public Works Superintendent
City of Blackduck
P.O. Box 380
Blackduck, Minnesota 56630

Dear Mr. Schwanke:

Subject: Scoping 2 Decision Notice and Meeting Summary – City of Blackduck – 1040014

This letter provides notice of the results of a scoping meeting held with you, Duncan Widman, Tim Ramerth, Caleb Strandie, Brian Ross (Widseth), and me (Minnesota Department of Health) on August 20, 2024, via Microsoft Teams regarding wellhead protection (WHP) planning. During the meeting, we discussed the data elements that must be compiled and assessed to prepare the part of the WHP plan related to the management of potential contaminants in the approved drinking water supply management area. The enclosed Scoping 2 Decision Notice lists the data elements discussed at the meeting. We also discussed a summary of planning issues and recommendations that were identified during the Part 1 WHP Plan development process which should be considered for inclusion in your Part 2 WHP Plan.

The city of Blackduck has met the requirements to distribute copies of the first part of the WHP plan to local units of government and hold an informational meeting for the public. The city of Blackduck will have until July 30, 2025, to complete its WHP plan.

It is the Minnesota Department of Health's understanding that a consultant will be working with you to develop a draft of the remainder of the WHP plan. I will be contacting you to review the progress of the development of Part 2 of your plan. Upon request, the Technical Assistance Planner can provide a glossary of terminology, identification of information sources for the required Data Elements, and other technical assistance documents. If you have any questions regarding the enclosed notice, please contact me at chris.parthun@state.mn.us or by phone at 218-308-2109.

Sincerely,

Chris Parthun, Principal Planner
Source Water Protection Unit
Environmental Health Division
705 Fifth Street Northwest - Suite A
Bemidji, Minnesota 56601

CP:jk

Enclosures: Scoping 2 Decision Notice, PCSI Requirements, WHP Planning Summary

cc: Eric Weller, MDH Engineer, Bemidji District Office
Christina Regas, City Administrator, City of Blackduck (Letter Only)

Wellhead Protection Plan

Minnesota Department of Health
Source Water Protection Unit Staff
PO Box 64975
St. Paul, MN 55164-0975
Fax: 651-201-4701
health.drinkingwater@state.mn.us
www.health.state.mn.us

To obtain this information in a different format, call: 651-201-4700

Date: September 11,2024

Name of Public Water Supply: City of Blackduck

PWSID: 1040014

Name of the Wellhead Protection Manager: Mike Schwanke

Address: P.O.Box 380

City: Blackduck

Zip: 56630

Phone: 218-835-4809

Primary Unique Well Numbers: 769253 (Well #8)

DWSMA Vulnerability: ☐ Low

The purpose for the second scoping meeting, as required by Minnesota Rules, part 4720.5340, is to discuss the information necessary for preparing Part 2 of a Wellhead Protection Plan. The Part 1 Plan identifies the area that provides the source of drinking water for the public water supply (PWS) and assesses how vulnerable that area is to contamination. The PWS can utilize that information to develop land use and management practices that protects their groundwater resource from contamination.

The wellhead rule (Minnesota Rules, part 4720.5340) refers to the information required for wellhead planning as data elements. This notice lists the data elements that are stated in Minnesota Rules, part 4750.5400 and are selected for the PWS because of the low vulnerability of the drinking water supply management area (DWSMA) as determined in Part 1.

Scoping 2 Data Elements Needed for the Part 2

Data Elements are pieces of information in the form of a map, a list, records, tables and inventories. Where appropriate, they should be reviewed and assessed in terms of their present and/or future implications on the 1) use of the well(s), 2) quality and quantity of water supplying the public water supply wells(s), and 3) land and groundwater uses in the DWSMA. It is important to discuss the relevance of the data elements to management of the DWSMA. Check the technical assistance comments for guidance on reviewing the data elements and conducting these assessments. Clearly identify in the plan which data elements are associated with which tables/figures. If a data element does not exist, state that in the narrative.

Submit –

The following information, highlighted with an asterisk* with blue text, MUST be submitted in the Part 2 by including it in the plan narrative and/or appendix.

- ☐ *A map that indicates the vulnerability and includes the DWSMA, WHP Area, and Emergency Response Area must be included in the Part 2. This map with vulnerability is a product of the Part 1 and provides a basis for planning activities in Part 2. SWP Planner can provide the DWSMA figure.

DATA ELEMENTS ABOUT THE LAND USE –

Land Use

- ☐ *An existing map of political boundaries.
- ☐ *An existing map of public land surveys including township, range, and section.

Technical Assistance Comments: A map or maps showing updated political boundaries and township, range, section with labels is required for determining land use authorities for the land within the DWSMA. DWSMA figure map provided by SWP Planner will also contain political boundaries with township, range, and section. Determine and discuss how the various land use authorities may affect the management of the DWSMA.

- A map and an inventory of the current and historical agricultural, residential, commercial, industrial, recreational, and institutional land uses and potential contaminant sources.
  - ☐ *The Potential Contaminant Source Inventory (PCSI) data in both a table and map format must be created and included in the Part 2. Include potential contaminant sources as listed on the PCSI attachment provided for each existing vulnerability within the DWSMA.
    - Inventory wells greater than 140 feet in depth. Also inventory wells of undocumented or unknown depths.
    - The inventory should include your community wells but not include any wells that are known to have been sealed according to the Minnesota Well Code (MN Rules 4725).
  - ☐ *A land use/land cover map and table. SWP Planner can provide a land cover map and data/table from federal sources. This data set should be used unless an alternative electronic data set that is more current and detailed is available. Assess and discuss changes in land use that could impact management of the DWSMA.

- ☐ *An inventory of the Inner Wellhead Management Zone (IWMZ). A recent IWMZ inventory (within six years) for each primary well with management recommendations on the MDH form, or a table that summarizes the number and type of contaminant sources with the management recommendations must be included. Incorporate or reference the recommendation(s) from the IWMZ into the Part 2. IWMZ will be completed by the SWP Planner with assistance from the PWS staff. A copy will be provided to the PWS.

Technical Assistance Comments: This section encompasses the Potential Contaminant Source Inventory known as the PCSI. See the Scoping 2 Decision Notice Potential Contaminant Source Inventory Requirement Attachment(s) and endorsement procedures/fact sheets for further information. Utilize the PCSI geo-database attribute template provided by SWP Planner. Management strategies must be developed for potential sources of contamination that pose a risk to the drinking water supply.

- ☐ *An existing comprehensive land-use map.
- ☐ *An existing zoning map.

Technical Assistance Comments: This information can indicate areas in the DWSMA where growth or the addition of potential contaminant sources is likely to occur. Furthermore, the review of local zoning and comprehensive land-use maps facilitates the evaluation of the degree of compatibility current and future land uses have with the PWS goals of protecting the drinking water wells and aquifer.

Required to be discussed in plan -

The following information (if existing) MUST be reviewed and discussed in the development of the Part 2. The Part 2 narrative must contain a description identifying whether/how the information may influence the management of the DWSMA. The data element may be located in the public domain. While the map or document reviewed is not required to be included in the Part 2, the source of the data element must be provided in the plan narrative by indicating a web address or reference to its location. Provide a statement in the plan narrative if the data element does not apply or does not exist.

DATA ELEMENTS ABOUT THE PHYSICAL ENVIRONMENT –

Water Resources

- An existing map showing those areas delineated as floodplain by existing local ordinances.

Technical Assistance Comments: Assess and describe any issues and management needed in the DWSMA based on the Federal Emergency Management Agency (FEMA) Floodplain 100-year FIRM (Flood Insurance Rate Map) and (or) other State and local floodplain or flooding information. Consult with the WHP Manager to evaluate any potential or historical flooding impacts on the public water supply wells or aquifer. The Inner Well Management Zone report and Sanitary Survey may be used to identify flooding issues and impacts.

DATA ELEMENTS ABOUT THE LAND USE –

Land Use

- An existing map of parcel boundaries.

Technical Assistance Comments: Parcel boundaries may have been used for delineation of the DWSMA in Part 1. In Part 2, parcel identification information must be included or linked and must be used for education or targeting activities or practices in addressing potential contaminants. In the narrative indicate if parcel data is available from the public domain (i.e. county GIS or associated website such as Beacon).

Part 1 -

The following information was reviewed and assessed in developing the Part 1. Some data elements may be in the public domain or non-existent, and others may have been determined by the MDH hydrogeologist to be not applicable to the physical setting, so discussion was not included in the Part 1. The Part 1 should be used as a data source for the Part 2. The technical assistance comments provide the requirements for how this information must be discussed and/or included in the Part 2. Include relevant excerpts or summaries from the Part 1 where indicated.

DATA ELEMENTS ABOUT THE PHYSICAL ENVIRONMENT –

- An existing geologic map and a description of the geology, including aquifers, confining layers, recharge areas, discharge areas, sensitive areas as defined in Minnesota Statutes, section 103H.005, subdivision 13, and groundwater flow characteristics.
- Existing records of the geologic materials penetrated by wells, borings, exploration test holes, or excavations, including those submitted to the department.
- Existing borehole geophysical records from wells, borings, and exploration test holes.
- Existing surface geophysical studies.

Technical Assistance Comments: Provide a summary in the plan narrative (few sentences/paragraph) of the Description of the Hydrologic Setting from Part 1. Provide the conclusions regarding the Well and DWSMA Vulnerabilities related to the geologic conditions and how these conditions influence the management of the DWSMA.

DATA ELEMENTS ABOUT THE LAND USE –

Public Utility Services

- An existing record of construction, maintenance, and use of the public water supply well and other wells within the DWSMA.

Technical Assistance Comments: Well construction records indicate what is known about the well(s) and can indicate if the well(s) have structural integrity or groundwater protection issues. Briefly summarize in the plan narrative what is discussed about each well from the Assessment of Well Vulnerability in Part 1.

DATA ELEMENTS ABOUT WATER QUANTITY –

Groundwater Quantity

- An existing list of wells covered by state appropriation permits, including amounts of water appropriated, type of use, and aquifer source.
- An existing description of known well interference problems and water use conflicts.
- An existing list of state environmental bore holes, including unique well number, aquifer measured, years of record, and average monthly levels.

Technical Assistance Comments: This information, if known, was incorporated into the Part 1 and was used to assist in determining hydrologic boundary conditions and area static water levels. In Part 2, information about Department of Natural Resources appropriation permit holders and any known well interference problems or water use conflicts must be discussed, including how this information could affect the management of the DWSMA.

DATA ELEMENTS ABOUT WATER QUALITY –

Groundwater Quality

- An existing summary of water quality data, including: 1. bacteriological contamination indicators, 2. inorganic chemicals, and 3. organic chemicals.
- An existing list of water chemistry and isotopic data from wells, springs, or other groundwater sampling points.
- An existing report of groundwater tracer studies.

Technical Assistance Comments: This information, if known, was incorporated into the Part 1. Provide a summary of the assessment of well vulnerability and/or any relevant chemistry and isotopic composition data available from PWS wells and other wells/sources.

Revision Date: 01/2022

To obtain this information in a different format, call: 651-201-4570. Printed on recycled paper.

DEPARTMENT OF HEALTH

Scoping 2 Meeting
City of Blackduck Wellhead Protection (WHP) Plan Amendment
Summary of Planning Issues

This planning issues summary is intended to guide plan writers and WHP teams when developing their amendment. It highlights key issues identified to date that you should consider and discuss. It should not be considered a list of complete requirements for the amendment.

Summarize the management implications from minor changes in DWSMA or vulnerability:

The **DWSMA and WHPA** (Wellhead Protection Area) boundaries **have changed since the current plan.** The new WHPA is smaller than the previous protection area delineated approved in 2011, but the size of the DWSMA has increased slightly due to identifiable boundaries relative to the revised WHPA (See Part 1's Figure 8). The decrease in protection area is due to a change in well status of Well #5 (415804) from primary to emergency use, a decrease in water use, and, in part, a change in the groundwater modeling approach.

Community changes and implications for management:

No significant changes are anticipated by the city.

Key management activities to carry forward:

Most strategies will be carried forward with the exception of those activities that have been deemed complete.

Important partnerships to maintain or establish:

The WHP Team recognized the importance of the many partnerships they have developed during the current plan, and they plan to continue those into the amendment.

Water quantity issues and implications:

No water quantity issues have been experienced, and none are anticipated.

Water quality issues and implications:

At present, none of the contaminants for which the Safe Drinking Water Act has established health-based standards has been found above maximum allowable levels in the city's water supply, nor are any present at one-half of those levels. While there is no enforceable federal drinking water standard for manganese, the MDH developed guidance values to keep household drinking water safe, which range from 100 µg/L or less to 300 µg/L or less.

Manganese occurs naturally in rocks and soil across Minnesota and is often found in Minnesota ground and surface water. In the city of Blackduck, manganese has been detected in raw water samples at Well #8 (769253) at a concentration of 26.2 µg/L, which is below MDH guidance values. Iron has been detected in raw water samples at Well #8 (769253) at a concentration of 2,300 µg/L (September 23, 2013), exceeding the secondary maximum contaminant level of 300 µg/L. However, the city of Blackduck treats the water for iron, which has resulted in a concentration of 84.10 µg/L in a sample collected on the same date (September 23, 2013). Part 1 contains recommendations for well locating, and water chemistry testing during the plan amendment timeline.

Appendix V

Inner Wellhead Management Zone PCSI Reports

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1040014 **COMMUNITY**
NAME	Blackduck
ADDRESS	Blackduck Water Superintendent, City Hall, P.O. Box 380, 8 Summit Avenue NE, Blackduck, MN 56630

FACILITY (WELL) INFORMATION

NAME	Well #5
SAMPLE POINT ID	S04
UNIQUE WELL NO.	415804
COUNTY	Beltrami

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / SAMPLE POINT ID	1040014 S04	**UNIQUE WELL NO.**	415804

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / SAMPLE POINT ID	1040014 S04	UNIQUE WELL NO.	415804

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	75	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		N		
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		Y	112	
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / SAMPLE POINT ID	1040014 S04	UNIQUE WELL NO.	415804

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		Y	170	N
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
	none found within 200' of this well.						

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / SAMPLE POINT ID	1040014 S04	UNIQUE WELL NO.	415804

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Parthun, Christopher	DATE	2 - 7 - 2025

PWS ID / SAMPLE POINT ID	1040014 S04	UNIQUE WELL NO.	415804

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED
Any sewer lines that are observed to be leaking, cracked, or deteriorated, should be repaired or replaced.		
The monitoring well should have a properly secured well cap and the well casing should be inspected for damage. An at-grade monitoring well should be inspected to verify that the vault cover is watertight, secured, and provided with a well identification label. An assessment in partnership with MDH should be completed to determine whether this monitoring well should be maintained or sealed.		

COMMENTS

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1040014 **COMMUNITY**
NAME	Blackduck
ADDRESS	Blackduck Water Superintendent, City Hall, P.O. Box 380, 8 Summit Avenue NE, Blackduck, MN 56630

FACILITY (WELL) INFORMATION

NAME	Well #8
SAMPLE POINT ID	S07
UNIQUE WELL NO.	769253
COUNTY	Beltrami

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / SAMPLE POINT ID	1040014 S07	**UNIQUE WELL NO.**	769253

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / SAMPLE POINT ID	1040014 S07	UNIQUE WELL NO.	769253

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	125	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		Y	180	N
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		N		
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		Y	150	N
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / SAMPLE POINT ID	1040014 S07	UNIQUE WELL NO.	769253

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	Y	175	N
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
	none found within 200' of this well.						

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / SAMPLE POINT ID	1040014 S07	UNIQUE WELL NO.	769253

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Parthun, Christopher	DATE	2 - 7 - 2025

PWS ID / SAMPLE POINT ID	1040014 S07	UNIQUE WELL NO.	769253

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED
Any sewer lines that are observed to be leaking, cracked, or deteriorated, should be repaired or replaced.		

COMMENTS

SB2 is the location of the junction between the gravity main (from the east) and the force main (to the south).

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Appendix VI

Contingency Strategy

CHAPTER SEVEN

WATER SUPPLY CONTINGENCY PLAN (4720.5280)

WATER SUPPLY CONTINGENCY PLAN
City of Blackduck

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Annual Plan Review

Date Reviewed	*Reviewer*	*Comments*

Plan Distribution

Person	*Organization*	*Plan Location*
Mike Schwanke	Public Works Director	City Hall

Prepared By: _____

Date Approved: _____

A. PURPOSE

The purpose of this Contingency Plan is to establish, provide and keep updated, certain emergency response procedures and information for the City of Blackduck that may become vital in the event of a partial or total loss of public water supply services.

B. PUBLIC WATER SUPPLY CHARACTERISTICS

1. Current Supply Source - The City obtains their water supply from Well 5 (415804) and Well 8 (769253) for the core system All wells are completed in a deep buried sand and gravel aquifer. Additional information for the PWS is described below.

Table C-1 -Water Supply Well s

	Well #5	Well #8
Unique Well #	415804	769253
Supply Source	Buried Sand / Gravel	Buried Sand / Gravel
Well Depth (ft.)	161 - 191 screen / 200 hole	190 - 215 screen / 230 hole
Well Diameter (in.)	8	8
Well Capacity(gpm)	170	200

2. Treatment - The City of Blackduck adds chlorine and fluoride at the Water Treatment Plant.

3. Storage and Distribution - The City has one 150,000 gallon elevated tower within the core municipal system. The majority of the water distribution system is looped, with only a few dead ends. The water system contains all other necessary valving and piping with most connections metered.

4. Maps/Plans - Maps of the water distribution system and valving are on file at the City Hall and the Maintenance Shop.

C. PRIORITY OF WATER USERS DURING WATER SUPPLY EMERGENCY

Table C-1 -Water Use Priority Grouping

Priority Group and Rank	Maximum Daily Use (gpd)	Minimum Daily Use (gpd)
Residential--#1	110,000	30,000
Institutional--#2	4067	2833
Business--#3	1167	1133
Commercial--#4		

Triggers for implementing water supply reduction/allocation procedures:

- Water exceeds State Safe Drinking Water Standards
- Water demand increase or treatment / storage capacity reduction
- Main system break or production loss

In the event of a major system disruption, failure or an emergency, conservation procedures would be enacted by the Public Works Director.

D. ALTERNATIVE WATER SUPPLY OPTIONS

1. Surface water sources and treatment needs: Blackduck Lake is a possible supply of surface water in emergency situations. Volume is dependent upon available pump and treatment capacity. The Minnesota National Guard may be able to provide emergency treatment of surface water for human consumption. In the event of a significant water disruption emergency such as a catastrophic event, the following procedure is recommended:

    - Contact the County Sheriff 218-333-9111 or 911 to request assistance from the Minnesota National Guard.
    - Sheriff will contact the Minnesota National Guard, Division of Emergency Management, State Duty Officer (800) 422-0798;
    - The Minnesota National Guard can provide a portable Reverse Osmosis Water Purification System (ROWPU) capable of supplying 900 gph or 15 gpm.

2. Bottled water supplies, delivery and distribution. Large quantities of bottled water or distributors in the Blackduck area include:

Culligan Water Conditioning, Bemidji, MN	218-751-2651
Ecowater of Bemidji, Bemidji MN	800-321-1256
Nei Bottling Inc, Bemidji MN	218-751-3847
Coca-Cola Bottling, Bemidji MN	218-751-1617

3. System interconnects with other water supplies. No interconnects exist.

4. New well. No new wells are planned at this time.

5. Emergency or backup wells. The City of Blackduck is supplied by two wells for the core system.
6. Emergency treatment of water system. The City does have a backup generator for use during a power failure for lift stations.

7. Source Management (blending). The City of Blackduck does not blend their wells, unless more flow is needed.

E. INVENTORY OF AVAILABLE EMERGENCY EQUIPMENT AND MATERIALS

Table E-1 contains a list of services, equipment and supplies that are available to the City of Blackduck to respond to a disruption in the water system. It is believed that the items contained in Table E-1 would be adequate to respond to most (if not all) water system emergencies.

Table E-1 Emergency Equipment & Materials Contacts

Description	Owner	Telephone	Location	Acquisition Time
Well Repair	TheinWell Drilling	320-796-2111	Spicer, MN	½ hr
Pump Repair	TheinWell Drilling	320-796-2111	Spicer, MN	½ hr
Electrician	Crunden Electric	218-835-4127	Blackduck, MN	½ hr
Plumber	Juelson Plumbing	218-835-7704	Blackduck, MN	½ hr
Backhoe / Excavator	Juelson Plumbing	218-835-7704	Blackduck, MN	½ hr
Chemical Feed	Hawkins Water Treatment	612-331-9100	Fargo, ND	3hrs
Meter Repair	Core & Main	701-237-0222	Fargo, ND	½ hr
Valves Pipe & Fittings	Core & Main	701-237-0222	Fargo, ND	½ hr
Generator	Ziegler Inc	888-320-4292	Crookston, MN	2 ½ hr

F. EMERGENCY IDENTIFICATION PROCEDURES

Table F-1 Procedural Operations

Incident	Response Procedure and Comments
Identify Disruption	Person identifying disruption contacts Public Works Director
Notify Response Coordinator	Public Works Director is the Response Coordinator or Alternate
Identify Incident Direction and Control	Public Works Director / Response Coordinator or Alternate assesses situation and determine incident direction and control, begin solving problem
Identify Internal Communication	Public Works Director contacts City Hall and / or Administrator/Clerk to inform of situation
Inform Public	Public relations personnel contacts appropriate organizations to inform public of problem
Assess Incident on Continual Basis	Public Works Director or Alternate continues to monitor/solve problem
Assess Contamination Disruption	Public Works Director or Alternate and MDH determine if water supply is contaminated. Monitor/solve problem as needed
Assess Mechanical Disruption	Public Works Director or Alternate assesses mechanical disruption. Monitor and solve disruption as needed.
Provide Alternate Water Supply	If needed, alternate water supply is located and provided
Impose Water Use Restrictions	Public Works Director, Administrator/Clerk and/or Mayor may impose water use restrictions.

G. NOTIFICATION PROCEDURES

1. Agency Notification

Table G-1 contains the names and telephone numbers for contacts at various local and state agencies that may be notified in the event of a public water supply system emergency. Based on the nature of the emergency and the information available, various representatives from this listing will be selected by the response coordinator to be part of the ***emergency oversight committee,*** which will then meet throughout the duration of the emergency to aid in decision-making and positive outcomes.

Table G-1. Agency Emergency Contact Listing

Personnel	Name	Office Telephone	Cell phone
Public Works Director	Mike Schwanke	218-835-4809	218-407-4084
Mayor/Board Chair	Max Gullette		218-556-5741
Council Members	Nic Seitz		218-760-0046
Council Members	Ron Fredrickson		480-220-7100
Council Members	Don Johnson		651-280-9694
Council Members	Laurie Hamilton		218-760-3920
Response Coordinator	Mike Schwanke	218-835-4809	218-407-4084
Alt. Response Coordinator	Christina Regas	218-835-4803	218-368-9394
State Incident Duty Officer			800-422-0798
Blackduck Emergency Director	Mike Schwanke	218-835-4809	218-407-4084
County Emergency Director	Christopher Muller		218-333-8386
Fire Chief	Brian Larson		218-556-5797
Sheriff	Jason Riggs		
Police Chief	Josh Airhardt		218-760-2363
Water Operator	Mike Schwanke	218-835-4809	218-407-4084
School Superintendent	Peter Bahr	218-835-5200	
Ambulance	Blackduck Ambulance	218-835-4800	
Hospital	Sanford	218-751-5430	
Power Company	Beltrami Electric	218-444-2540	
Highway Department	Beltrami County	218-333-8173	
Telephone Company	Paul Bunyan Telephone	218-444-1234	
Neighboring Water System	City of Bemidji	218-333-1856	
MRWA Technical Advisor	Bob Klug Jr		218-820-0041
MRWA Circuit Rider Contact	Ben Oseien		218-821-1647
MDH District Engineer	Eric Weller	218-308-2107	218-244-0182
MDH Source Water Protection	Chris Parthun	218-308-2109	218-213-3171

2. Critical Response Personnel

Table G-2 Critical Response Personnel

Title	Name	Response Assignment
Response Coordinator	Mike Schwanke	Coordinate actions to address emergency
Alternate Response Coordinator	Christina Regas	Coordinate actions to address emergency
Water Operator	Mike Schwanke	Direct or contact firms to resolve issue
Alternate Water Operator	Chris Brown	Direct or contact firms to resolve issue
Public Relations	Christina Regas	Contact media to inform citizens/businesses of emergency
Alternate Public Relations	Mike Schwanke	Contact media to inform citizens/businesses of emergency
Public Health/Medical	City Fire Dept., Blackduck Ambulance, Beltrami Sheriff Dept, North Country Hospital	Assist City as needed to address emergency
Alternate Public Health/Medical	Same as above.	Assist City as needed to address emergency

3. Public Information Plan

a) Public relations center and core spokesperson:

Name: Christina Regas
Title: City Administrator
Address: City Hall, 8 Summit Ave, Blackduck, MN
Phone: **218-835-4803**

Public information center location during an emergency is: Blackduck City Hall

Times the center is available are: Regular business hours and open as needed in the event of an emergency.

Alternate Information Center Location Site: The Fire Hall at 33 Margaret Ave will be used as an alternate meeting site.

b) Information checklist to be conveyed to the public and media:

- Name of water system:
- Contaminant of concern and date:
- Source of contamination:
- Public health hazard:
- Steps the public can take:
- Steps the water system is taking:
- Other information:

c) Media contacts

Media	Name	Telephone	Location
Newspaper	Blackduck American Bemidji Pioneer	218-835-4211	Blackduck, MN Bemidji, MN
Television	Paul Bunyan Communications	218-444-1234	Bemidji, MN
Radio	Paul Bunyan Brodcasting	218-444-1500	Bemidji, MN

H. MITIGATION AND CONSERVATION PLAN

1. Mitigation

   a. Infrastructure maintenance/upgrades/maps:

      The City water system is flushed twice per year. No new water lines were installed within the last year. Infrastructure maps are available at City Hall.

   b. Regular inspection of tower, well(s), pump house:

      All of these items are inspected daily. The well house and chemical rooms have keyed entries and are locked. The water tower is cleaned and inspected on a competitive bid basis, every 3 years.

   c. Staff emergency training:

      Staff receive training through Minnesota Rural Water Association.

   d. System security analysis:

      All facilities are locked and have keyed entries.

   e. Site new backup well(s):

      No new backup wells are being planned.

   f. System valving to isolate problems:

      The water system is adequately valved to isolate problems.

   g. Sanitation procedures for construction/repairs:

      All disinfecting procedures are performed per State specifications.

2. Conservation

   a. Water meters:
      All city water connections are presently metered.

   b. Public education:
      The City publishes the Consumer Confidence Report in the Blackduck American and a copy is available at City Hall..

   c. Rate structure:

Flat Fee/Base Charge:	$18.00 per month for a 5/8ths meter increasing as connection gets larger.
Minimum Charge:	$7.60 per 1000 gallons

Focus on New Laws: Landlord-Tenant Guide Notification Requirement

June 30, 2025

Cities now are required to provide landlords with a link to the Minnesota Attorney General's Landlord-Tenant Guide when issuing or renewing licenses.

A new law passed during the 2025 legislative session, included in Chapter 39, requires all cities effective May 23, 2025, to provide a link to the Minnesota Attorney General's Landlord-Tenant Guide (pdf) to landlords, along with information about how to request the guide in an alternative format. This must be done when the city issues or renews the following:

- A rental license.
- A registration or certificate of occupancy.
- A similar document allowing a dwelling unit to be occupied by a residential tenant, as defined in Minnesota Statutes, section 504B.001, subdivision 12.

When providing landlords with the link to the guide, cities should include the following notice about how to request the guide in alternative formats:

"Landlords and Tenants: Rights and Responsibilities published by the Minnesota Attorney General's Office is available in alternative formats by calling (651) 296-3353 (Twin Cities calling area), (800) 657-3787 (outside the Twin Cities), or through the Minnesota Relay Service at (800) 627-3529."

Read more news articles.

Your LMC Resource

Daniel Lightfoot

IGR Representative & Federal Relations Manager

(651) 281-1295 or (800) 925-1122

dlightfoot@lmc.org

CITY OF BLACKDUCK RENTAL HOUSING APPLICATION

June 1st, 2026 – May 31st, 2028

8 Summit Ave. E. PO Box 380 Blackduck, MN 56630
Office: 218-835-4803 Fax: 218-835-4801 Email: city@paulbunyan.net

- ✓ **Application and Payment are due by May 31st bi-annually (even years)**
- ✓ **Required Inspections and re-inspections are to be completed bi-annually (even years) no later than May 31.**
- ✓ **A separate application must be completed for each rental property.**
- ✓ **All rental properties must apply for a license annually.**

RENTAL PROPERTY ADDRESS:_____ _____

PARCEL NUMBER OF PROPERTY:_____

OWNER INFORMATION:

Name_____

Mailing Address:_____City: _____

State:_____ Zip:_____ Phone: _____

Email:_____

PROPERTY MANAGER/CARETAKER INFORMATION (If different from owner):

Name_____

Mailing Address:_____City: _____

State:_____ Zip:_____ Phone: _____

Email:_____

Rental Unit Information:

1. Type of Dwelling: ____Single-Family ____ Multi-Family ____ Two Family ___ Mobile Home
2. Maximum number of occupants permitted by owner: _____
3. Number of sleeping rooms in this rental dwelling:_____
4. Number of apartments/sleeping rooms located in the basement of the rental property:
   _____Basement Apartments _____Basement Sleeping Rooms
5. Is off-street parking provided? _____Yes _____No _____Number of Spaces

If the owner lives more than 50 miles from the City of Blackduck, there MUST be a designated Property Manager or caretaker locally to contact in case of an emergency.

CITY OF BLACKDUCK RENTAL HOUSING APPLICATION
June 1st, 2026 – May 31st, 2028
8 Summit Ave. E. PO Box 380 Blackduck, MN 56630
Office: 218-835-4803 Fax: 218-835-4801 Email: city@paulbunyan.net

LICENSE FEE AND SCHEDULE:

A Rental License will be issued upon receipt of a completed application and required fees. Inspections are completed bi-annually on even years.

- The registration fee for a rental housing license is $30.00 *pursuant to §1150.08*.
- The fee for a single-family rental dwelling inspection shall be $82.00 for the first inspection and $60.00 for all follow-up inspections *pursuant to §1150.08*.
- The fee for a multi-family dwelling inspection shall be $82.00 per apartment or unit for the first inspection and $60.00 for all follow-up inspections *pursuant to §1150.08*.

Rental Inspection Scheduling:
Applicant is responsible for scheduling all required inspections with the City Building Official, Andy Sharpe by contacting him at (320) 219-1145. ***Note-**All inspections must be completed by May 31.

Notice to Applicants:

1. The City Clerk must be notified, in writing, within five (5) business days of any transfer of control.
2. Copies of the Rental Housing Licensing Ordinance 1150, of the City of Blackduck, are available from the city office. Owners, agents and managers should become familiar with its provisions.
3. Failure to register rental property within thirty (30) days after the due date will result in late charge, which will be in accordance to the Registration and Renewal section of the Rental Housing Ordinance (§1150.05 C.)
4. Per MN Statute, the City of Blackduck is required to provide landlords access to the MN Attorney General's Landlord-Tenant Guide: https://www.ag.state.mn.us/brochures/publandlordtenants.pdf or in alternated formats by calling (651) 296-3353 (Twin Cities calling area), (800) 657-3787 (outside the Twin Cities), or through the MN Relay Service at (800) 627-3529.
5. The undersigned herby applies for a rental dwelling registration as required by City Ordinance 1150, acknowledges that the provisions of the Rental Registration Program have been reviewed and attest that the subject premises will be operated and maintained according to the requirements contained therein, subject to applicable sanctions and penalties. The undersigned further agrees that the subject premises may be inspected by the compliance official. The applicant further certifies that all statements and facts in this application are true and authorizes the City of Blackduck to investigate any or all statements or facts contained herein; acknowledging that the misrepresentation or the omission of facts called for will be just course for the disqualification or repeal of this registration.

CITY OF BLACKDUCK RENTAL HOUSING APPLICATION
June 1st, 2026 – May 31st, 2028
8 Summit Ave. E. PO Box 380 Blackduck, MN 56630
Office: 218-835-4803 Fax: 218-835-4801 Email: city@paulbunyan.net

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND I UNDERSTAND ALL MAILINGS INCLUDING THE RENTAL LICENSE BILLING STATEMENT WILL BE MAILED TO THE APPOINTED AGENT/CONTACT PERSON UNLESS CITY CLERK IS NOTIFIED OF ANY CHANGES

_____ _____
Signature of Owner Date

_____ _____
Signature of Property Manager if other than owner Date

**Caution:* *Your signature as Property Manager on this form will make you responsible for the maintenance and management of this rental property.*

IMPORTANT NOTICE

Per State Statute all owners must now provide their Social Security number or Minnesota business ID number with an application for business license. Please fill out the attached "Tax Identification Form" and submit with this application. Failure to provide this information will result in the denial of your rental license.

Reference: Minn. Stat. §270C.72, subd. 4

8 Summit Ave. E. PO Box 380 Blackduck, MN 56630
Office: 218-835-4803 Fax: 218-835-4801 Email: city@paulbunyan.net

TO BE SUBMITTED WITH RENTAL LICENSE APPLICATION

TAX IDENTIFICATION FORM

LICENSE APPLICANT:

Pursuant to Minn. Stat. § 270C.72, subd. 4, the licensing authority is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the Social Security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest:

2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement the Department of Revenue may supply this information to the Internal Revenue Service:

3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Please supply the following information and return along with your application to the agency issuing the license.

DO NOT RETURN TO THE DEPARTMENT OF REVENUE.

Name and address of Applicant

_____

Name and address of Business

_____

*Social Security #_____

*For individual business owners (sole proprietors) only, not for partnerships, corporations, etc.

Minnesota Tax Identification #

_____

Signed by_____Date_____

Print Name of Person Signing: _____

If a Minnesota Tax Identification Number is not required, please explain below.

_____

LANDLORDS AND TENANTS

Rights and Responsibilities



From the Office of the

Minnesota Attorney General

helping people afford their lives and live with dignity, safety, and respect

www.ag.state.mn.us

Certain rights and duties apply to landlords and tenants everywhere in Minnesota. This handbook attempts to explain those rights. It should not be considered legal advice to use in resolving specific landlord-tenant problems or questions. It is a summary of the laws that govern the landlord-tenant relationship. When references are provided, they are signaled or noted by a number at the end of the sentence. If a cite does not appear, the information is likely from common law or case law.

Tenants in federal housing and other forms of subsidized housing have additional rights under federal law not covered in this handbook. Those tenants should check their leases for information.

Minnesota Statutes § 504B.181, subd. 2(b) requires landlords to notify residential tenants that this handbook is available to them.

This brochure is intended to be used as a source for general information and is not provided as legal advice.

Landlords and Tenants: Rights and Responsibilities is written and published by the Minnesota Attorney General's Office as required by Minnesota Statutes § 504B.275 (2023).

This document is available in alternative formats to individuals with disabilities by calling (651) 296-3353 (Twin Cities Calling Area), (800) 657-3787 (Outside the Twin Cities), or through the Minnesota Relay Service at (800) 627-3529.

The Minnesota Attorney General's Office values diversity and is an equal opportunity employer.

Office of Minnesota Attorney General Keith Ellison
445 Minnesota Street, Suite 1400, St. Paul, MN 55101
(651) 296-3353 (Twin Cities Calling Area)
(800) 657-3787 (Outside the Twin Cities)
(800) 627-3529 (Minnesota Relay)
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Entering into the Agreement

According to Minnesota law, when the owner of a home agrees to give to someone else the temporary use of that place in exchange for money or labor then the two have entered into a legally binding rental contract called a "lease." Leases are usually written but an oral lease can also be valid. Leases can set out some of the rules for the tenant and landlord to follow, but the law also sets out some rules that must be followed even if they are not in the lease or even if the lease is different than the law.. This publication describes what the law requires of both landlords and tenants and also describes some terms that are in typical leases.

Inspecting the Unit Before Signing a Lease

It is a good idea to tour a home before you agree to rent it. Prospective tenants may want to inspect the condition of the home, like the appliances, the electrical system, the plumbing, heating, and lights. Many cities in Minnesota require landlords to get licenses for their rental apartments. In these cities, landlords who rent out an unlicensed apartment cannot ask for or accept rent. Prospective tenants and landlords should check with their local government authorities to determine if the home needs to be licensed and whether a license was issued for the home. Applicants have additional protections that are discussed on page 10, like utility cost disclosures; landlords who rent out units that share one electrical or gas meter must provide prospective tenants with the total utility costs for the building for each month of the most recent calendar year before the lease is signed. Effective January 1, 2024, tenants have a right to request both a move-in and move-out inspection, as discussed on pages 6 and 22 respectively.[1]

Screening Fees and Pre-Lease Fees

Many landlords will "screen" prospective tenants and charge a fee to do so. Landlords that charge a screening fee must follow the following Minnesota laws:

If a landlord accepts an applicant screening fee from a prospective tenant, the landlord must:

1. Disclose in writing prior to accepting the applicant screening fee:
    a. The name, address, and telephone number of the tenant screening service the landlord will use, unless the landlord does not use a tenant screening service; and
    b. The criteria on which the decision to rent to the prospective tenant will be based; and
2. Notify the applicant within 14 days of rejecting a rental application, identifying the criteria the applicant failed to meet.[2]

A landlord may not:

1. Charge a screening fee when the landlord knows or should have known that no rental unit is available at that time or will be available within a reasonable future time; or
2. Charge a screening fee until all prior applicants have either been screened and rejected, or offered the unit and the applicant declined to enter into a rental agreement.[3]

1 Minn. Stat. §504B.182 (2023).
2 Minn. Stat. § 504B.173, subd. 3 (2023).
3 Minn. Stat. § 504B.173, subd. 1 (2023).

A landlord must return the applicant screening fee if:

1. The applicant is rejected for any reason not listed in the required disclosed criteria; or
2. A prior applicant is offered the unit and agrees to enter into a rental agreement.

If the landlord does not perform a personal reference check or does not obtain a consumer credit report or tenant screening report, the landlord must return any amount of the applicant screening fee that is not used for these purposes.[4]

A prospective tenant who provides materially false information on the application or omits material information requested is liable to the landlord for damages, plus a civil penalty of up to $500, civil court costs, and reasonable attorney fees.[5]

Landlords can take pre-lease deposits. These deposits are required to be in writing and the document must completely explain when the money will be retained or returned. A landlord who violates this statute is liable for the amount of the deposit plus one-half that amount as a penalty. If the landlord and the prospective tenant enter into a rental agreement, the pre-lease deposit must be applied to the tenant's security deposit or rent.[6]

Security Deposits

Landlords usually require tenants to pay a security deposit before moving in (sometimes called a "damage deposit"). This is money paid by the tenant and held by the landlord to pay for any damage, beyond ordinary wear and tear, the tenant might do to the rental unit. The landlord can use it to pay for any unpaid rent or any money the tenant owes to the landlord under the lease or another agreement (e.g., water utility bills).[7] Tenants are required to pay the last month of rent and a landlord does not have to accept the security deposit in place of the rent.

The exception to the rule is that a tenant may withhold payment of rent for the last month of a contract for deed cancellation period or mortgage foreclosure redemption period. A mortgage foreclosure redemption period is the time following the sheriff's sale during which the owner of the property can pay the sale price plus interest and certain costs and avoid losing his or her ownership interest in the property. Similarly, a contract for deed cancellation period is the time during which the buyer of property can avoid cancellation by paying the amount due and certain costs.[8]

Security deposits are attached to the individuals who are stated within the lease and are returned to the leaseholder(s) who have remained on the lease until the end of the rental term.

Amount of the Deposit

Minnesota law does not set a limit for the amount a landlord may require for a security deposit. A landlord can increase the amount of the security deposit at any time during a "periodic tenancy" (a rental agreement in which no final date is mentioned), but only if the tenant is given proper advance written notice. Generally, this notice period is one rental period plus a day. (See page 7 for an explanation of "periodic leases.")

4 Minn. Stat. § 504B.173, subd. 2 (2023).
5 Minn. Stat. § 504B.173, subd. 4 (2023).
6 Minn. Stat. § 504B.175 (2023).
7 Minn. Stat. § 504B.178, subd. 3(b) (2023).
8 Minn. Stat. § 504B.178, subd. 8 (2023).

If the deposit amount is stated in the rental agreement and the rental agreement has a definite ending date, no changes in the deposit can be made unless both parties agree to the changes or the lease allows for changes. At the end of the tenancy, the landlord must return the deposit to the tenant with interest. Presently, the required interest rate is one percent, which is calculated as simple non-compounded interest.[9] The landlord may keep the amount necessary to repair any damage done to the unit by the tenant (beyond ordinary wear and tear) or to pay off other debts related to the tenancy, including any unpaid rent.[10] (See page 22 for landlord and tenant rights in the refund of security deposits.)

Residential Tenant Reports

A "Residential Tenant Report" is defined by Minnesota law as a written, oral, or other communication by a residential tenant screening service that includes information about an individual's credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or lifestyle and that is collected, used, or expected to be used to approve or deny a tenancy.[11] The federal "Fair Credit Reporting Act"[12] also governs tenant-screening reports.[13] Agencies that compile tenant reports are called a "Residential Tenant Screening Service." This term applies to anyone who regularly gathers, stores, or disseminates information about tenants or assembles tenant reports for a fee, due, or on a cooperative nonprofit basis.[14]

The law requires tenant screening services to disclose to consumers upon request:

1. All information in the individual's file at the time of the request.
2. The sources of the information.
3. A list of all people who received a copy of the report in the past year.
4. A statement of the tenant's rights regarding these reports.[15]

Upon furnishing proper identification (photo ID, date of birth, Social Security number, etc.), individuals may get a copy of their report by mail, electronic means, phone, in person, or any other means available to the screening agency.[16]

A copy of a tenant's report must be given to the tenant without charge if, in the past 60 days, this information was used to deny a rental application or to increase the rent or security deposit of a residential housing unit. A person may also obtain a free copy of the tenant report if the person receives public assistance, intends to apply for employment within the next 60 days, or has reason to believe that his or her file contains inaccurate information due to fraud. Otherwise, the agency may charge a fee of up to $3 for the report. [17]

If a person feels the tenant report is incomplete or inaccurate, the person can require the tenant screening service to reinvestigate and record the current status of the information. If the information is found to be inaccurate, incomplete, or cannot be verified within 30 days, it must be deleted from the tenant's file. The agency must give the

9 Minn. Stat. § 504B.178, subd. 2 (2023).
10 Minn. Stat. § 504B.178, subd. 3(b) (2023).
11 Minn. Stat. § 504B.235, subd. 3 (2023).
12 15 U.S.C. §§ 1681-1681x (2023).
13 Minn. Stat. § 504B.245 (2023).
14 Minn. Stat. § 504B.235, subd. 4 (2023).
15 15 U.S.C. § 1681g (2023).
16 15 U.S.C. § 1681h (2023).
17 15 U.S.C. § 1681j (2023); Minn. Stat. § 13C.01, subd. 1(a) (2023).

tenant written notice of the resolution of the dispute, and, if information was changed, the tenant can require that notice of the change also be sent to anyone who received the report within the last six months. If the reinvestigation does not resolve the dispute, the tenant may write an "explanation" of the problem to be included in the report.[18] If a landlord uses information in a tenant report to reject an applicant, increase the security deposit, or increase rent of a residential housing unit, the landlord is required to:

1. Provide oral, written, or electronic notice of the adverse action to the tenant;
2. Provide the name, address, and phone number of the screening service that provided the report; and
3. Inform the tenant of the right to obtain a free copy of the report from the screening service.[19]

Instead of telling the tenant that a free copy is available from the screening service the landlord could disclose the contents of the report to the tenant directly. A tenant screening service may not prohibit a landlord from doing this.[20]

Some landlords will be willing to work with prospective tenants with a bad credit rating or rental history if the tenant will assure them that they will get paid. One option is to have someone co-sign the lease. Religious leaders and community leaders might be willing to act as references and talk to a prospective landlord on a tenant's behalf.

Move-in Inspection

Beginning January 1, 2024, landlords will be required to inspect the unit, at the tenant's request, for the purposes of identifying existing repair problems in order to avoid amounts being taken out of the security deposit at the end of the tenancy.[21] Identifying problems at the beginning of the tenancy will help determine whether the tenant caused any damage through willful, malicious, or irresponsible conduct (which may result in deductions from the security deposit) or whether the damage was preexisting (which the landlord must cover). Move-out inspections are covered on page 22.

The Lease

The terms of any rental agreement are stated in the lease. This can be either a signed, written document or an oral agreement. The landlord may ask for the tenant's full name and date of birth on the lease or application.[22] If a building contains 12 or more residential units, the owner must use a written lease.[23] An owner who fails to provide a written lease as required is guilty of a petty misdemeanor. If there are fewer than 12 residential units, the owner may use an oral agreement without violating the law.

Any tenant with a written lease must be given a copy of the written lease.[24] If legal action is taken to enforce a written lease (except for the nonpayment of rent, disturbing the peace, malicious destruction of property, or illegal activities; see page 28 for an explanation of "illegal activities"), it is a defense for the tenant to show that the landlord did not give the tenant a copy of the written lease. The landlord can argue against this defense by showing that the tenant had actual knowledge of the terms of the lease.[25]

18 15 U.S.C. § 1681i (2023).
19 15 U.S.C. § 1681m (2023).
20 15 U.S.C. § 1681e (2023).
21 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
22 Minn. Stat. § 504B.111 (2023).
23 Minn. Stat. § 504B.111 (2023).
24 Minn. Stat. § 504B.115, subd. 1 (2023).
25 Minn. Stat. § 504B.115, subd. 2 (2023).

A written lease for a residential unit must identify the lease start date and lease end date. If the lease requires the tenant to move in or out of the residential unit on a date other than the first or last day of the month, and the rent is prorated, then the lease must indicate the amount of the prorated rent for the relevant months.[26]

If the lease allows the landlord to recover attorney fees in an action between the landlord and tenant, the tenant is also entitled to recover attorney fees (or costs) in the same situations. This is effective for leases entered into on or after August 1, 2011, and for leases renewed on or after August 1, 2012.[27]

If a tenant builds or buys a home, changes jobs, or has health problems that require relocation, a tenant does not have a legal right to get out of a lease, unless the lease itself contains other provisions which allow a tenant to break the lease or the landlord agrees to release the tenant from the terms of the lease.

The landlord or "personal representative" of a tenant's estate may terminate a lease upon the death of the tenant after two full months' written notice.[28] A tenant may vacate a unit if it becomes condemned (see page 18). In certain circumstances, a tenant called to duty in the armed forces can give 30 days' notice. Military service members/ tenants should contact their Judge Advocate General Office for information.

There are two kinds of leases and the laws are different for each:

1. The periodic lease (generally a month-to-month tenancy).[29]
2. The lease for a definite term (a rental agreement specifying a definite rental period, generally six months or a year).

Periodic Leases

If there is nothing mentioned about the length of the tenancy in the rental agreement, the lease is periodic. This means the rental period runs from one rent payment to the next. For example, if the rent is due once a month on the first of every month, the rental period runs from that day through the day before the next rent payment. In this case, that would be on the last day of each month.

A periodic tenancy is continued until it is ended by either the landlord or the tenant. The person ending the tenancy must give the other party proper notice. The length of notice and the form it must take may be stated in the lease.[30] If the lease does not state a notice requirement, state law requires that written notice be given one full rental period plus one day before the tenancy ends.[31] For example, a tenant with a month-to-month tenancy who wishes to leave at the end of June would have to give written notice no later than May 31. (See page 19 for a more complete explanation of proper notice.) Effective January 1, 2024, a landlord does not have the option to terminate the tenancy by giving 14 days' notice to quit if a tenant neglects or refuses to pay rent due on a tenancy at will.[32]

26 Minn. Stat § 504B.146.
27 Minn. Stat. § 504B.172 (2023).
28 Minn. Stat. § 504B.265 (2023).
29 Minn. Stat. § 504B.001, subd. 13 (2023).
30 Minn. Stat. § 504B.135 (2023).
31 Minn. Stat. § 504B.135 (2023); Oesterreicher v. Robertson, 245 N.W. 825, 501 (Minn. 1932).
32 Minn. Stat. § 504B.135 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).

Definite Term Leases

If the lease states how long the tenancy will last (usually six months or a year), the agreement is a definite term lease. This type of lease is usually in writing. (If the lease is for more than a year or will end more than a year after it is formed, it must be in writing.) Definite term leases generally state what kind of notice is required to end the tenancy. Definite term leases may have automatic renewal clauses, discussed on page 20. If there is no notice requirement, the tenancy ends on the day the lease says it does, unless the landlord and tenant agree (preferably in writing) to some other kind of arrangement.

Length Restrictions for Some Leases

If an owner has received notice of a contract for deed cancellation, mortgage foreclosure sale, or a summons and complaint to foreclosure by action, generally the owner may not enter into a long-term lease with a tenant until one of several events happens: the contract for deed is reinstated or paid in full, payments under the mortgage are caught up, the mortgage is reinstated or paid off, or a receiver is appointed for the property. Instead, the owner or landlord may enter into a periodic tenancy lease with a term of two months or the time remaining in the owner's contract for deed cancellation or mortgage foreclosure redemption period, whichever is less, or a definite term lease with a term not extending beyond the cancellation or redemption period.[33] The owner must notify a prospective tenant of the notice of contract for deed cancellation or notice of mortgage foreclosure sale prior to entering into a lease or accepting any rent or a security deposit.[34]

A longer term lease is permitted if the party holding the mortgage on the property, the seller under the contract for deed, or the purchaser at the sheriff's sale, whichever is applicable, agrees not to terminate the lease (except in the case of lease violations) for at least one year. The lease cannot require the tenant to prepay any rent which would be due after the expiration of the cancellation or redemption period. The contract for deed seller or purchaser at the sheriff's sale must provide written notice to the tenant of the expiration of the cancellation or redemption period and the tenant is then obligated to pay rent to the seller or purchaser as his or her new landlord.[35]

Sale of the Building

If the landlord sells the house or apartment (as opposed to foreclosure by a bank), the lease transfers to the new owner (buyer). [36]

Required Disclosures to the Tenant

Landlords are required to disclose certain information to prospective tenants so that they can make an informed decision about what home to rent. Some of the required disclosures are about the costs to rent the home or about possible and others are about safety issues.

Cost disclosures

Starting January 1, 2024, landlords must disclose to prospective tenants all non-optional fees.[37] The sum of the total rent and all mandatory fees charged by the landlord must be described as the "Total Monthly Payment" and

33 Minn. Stat. § 504B.151, subd. 1 (2023).
34 Minn. Stat. § 504B.151, subd. 1(b) (2023).
35 Minn. Stat. § 504B.151, subds. 2 and 3 (2023).
36 Fisher v. Heller, 219 N.W. 79, 80 (Minn. 1928).
37 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).

be on the first page of the lease. Advertisements must also disclose the nonoptional fees that the tenant will be required to pay in addition to their rent. Landlords must also disclose whether utilities are included in the rent. Landlords who violate this law are liable to the tenant for treble damages and attorney fees.

An additional disclosure tenants must receive under Minnesota law occurs when landlords may lose the unit they are renting. A landlord must disclose to prospective tenants when the landlord has received a notice of contract for deed cancellation or notice of mortgage foreclosure prior to entering into a lease with a tenant or accepting payment of rent or a security deposit. In addition, a bank which forecloses on a landlord's property generally must provide a foreclosure advice notice to a tenant at the same time it serves the landlord with a notice of sale or a summons and complaint to foreclose by action. A bank may be liable to the tenant for $500 if it violates this statute.[38]

Safety disclosures

If a health inspector has issued a citation to a landlord finding that the home has code violations that could threaten the health or safety of tenants then the landlord must give a copy to prospective tenants before they pay a deposit or sign a lease.[39] This way tenants are informed about possible safety issues before agreeing to rent a home.

If the inspector orders the landlord to make repairs for code violations that do not threaten the health and safety of tenants, the landlord must post a summary of the inspection order in an obvious place in each building affected by the inspection order. The landlord must also post a notice that the inspection order is available for review by tenants and prospective tenants.[40]

A landlord has not violated these requirements if the housing inspector has not issued a citation, the landlord has received only an initial order to make repairs, the time allowed to finish the repairs has not run out, or less than 60 days has passed since the deadline for making the repairs.[41]

Additionally, landlords who rent units built before 1978 must disclose all known lead-based paint and lead-based paint hazards in the unit. Before 1978, homes were commonly built or repaired with paint that contained lead, which is a serious health hazard if paint chips or paint dust gets into tenants' bodies (see page 18 for more information about lead-based paint). All landlords who rent units built prior to 1978, even those who do not know if the home has lead-based paint, are required to give tenants the EPA's pamphlet "Protect Your Family from Lead in Your Home."[42]

Utilities

The lease should state who is responsible for paying which utility bills. In some cases, the landlord pays for heat, electricity, and water. Sometimes the tenant is responsible for these bills. If this issue is not addressed in the lease, the tenant and landlord should work out their own understanding. It is recommended to put this agreement in writing and have it signed by both parties. Information about utility shut-offs is found on page 30.

38 Minn. Stat. § 504B.151, subd. 1(d) (2023);
39 Minn. Stat. § 504B.195, subd. 1(a) (2023).
40 Minn. Stat. § 504B.195, subd. 1(b) (2023).
41 Minn. Stat. § 504B.195, subd. 3 (2023).
42 42 U.S.C. §§ 4851-4856 (2023).

Single-Metered Residential Buildings

Some buildings with multiple units have individual meters for each unit's utilities. Tenants in buildings with only one meter for all the units can be charged for their portion of the utilities only if the landlord follows certain requirements before and after the applicant signs the lease.[43] The landlord must provide potential tenants with a notice of the total utility cost for the building by month for the most recent calendar year.[44] The landlord must have an fair method for dividing the utility bill and billing the tenants.[45] The way the bill is split up and how tenants are billed must be in the leases. The lease must say that landlord will provide a copy of the actual utility bill for the building along with each divided utility bill, if the tenant asks for it. Also, if a tenant asks, the landlord must provide actual utility bills for any time a tenant has received a divided bill. The landlord must keep copies of utility bills for the last two years or from the time the landlord bought the building, whichever is more recent.[46]

By September 30th of each year, a landlord with a single-metered residential building who bills for gas and electrical charges must inform tenants in writing of the possible availability of energy assistance from low-income home energy assistance programs. This notice must include the toll-free telephone number of the home energy assistance program.[47]

If a landlord violates this law, it is considered a violation of the landlord's duty to keep the property fit for its intended use.[48] (See page 14 for a description of tenant remedies.) The law does not govern how tenants occupying a unit, such as roommates, divide the utility bill between themselves. If a landlord interrupts or causes the interruption of utility services, the tenant may recover from the landlord triple damages or $500, whichever is greater, plus reasonable attorney's fees.[49]

Maintenance

According to Minnesota law, the landlord is responsible to make sure that the rental unit is:

1. Fit to live in.
2. Kept in reasonable repair.
3. Kept in compliance with state and local health and safety laws.
4. Made reasonably energy efficient to the extent that energy savings will exceed the costs of upgrading the unit's efficiency.
5. Starting January 1, 2024, furnished heat at a minimum temperature of 68 degrees Fahrenheit from October 1 through April 30.[50]

These landlord obligations cannot be waived.[51] A tenant who experiences problems with a landlord who is not making necessary repairs or who is not providing a unit that is fit to live in should refer to "Repair Problems" beginning on page 14 for details on how to resolve such issues.

43 Minn. Stat. § 504B.215, subd. 2a (2023).
44 Minn. Stat. § 504B.215, subd. 2a(a)(1) (2023).
45 Minn. Stat. § 504B.215, subd. 2a(a)(2) (2023).
46 Minn. Stat. § 504B.215, subd. 2a(a)(3) (2023).
47 Minn. Stat. § 504B.215, subd. 2a(b) (2023).
48 Minn. Stat. § 504B.215, subd. 2a(c) (2023).
49 Minn. Stat. § 504B.221(a) (2023).
50 Minn. Stat. § 504B.161, subd. 1(a)(5) (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
51 Minn. Stat. § 504B.161, subd. 1 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).

Some repairs or maintenance duties (like yard work) can become the duty of the tenant only if:

1. Both parties agree in writing that the tenant will do the work; and
2. The tenant receives adequate consideration (payment), either by a reduction in rent or direct payment from the landlord. (See "Repair Problems" beginning on page 14 for procedures to be followed in repair disputes.)[52]

Unlawful Destruction of Property

The tenant must not abuse the rental property and must pay for any damage the tenant causes beyond the type of damage that would occur from normal wear and tear on a home. A landlord may sue a tenant for the willful and malicious destruction of residential rental property. The party that wins may recover actual damages, costs, and reasonable attorney's fees, as well as other damages determined by the court.[53]

Alterations

Ordinarily, a tenant is not allowed to paper or paint walls, resurface floors, dismantle or install permanent fixtures, alter woodwork or carpet, or make other changes without the landlord's permission. Tenants should speak with their landlord before making any alterations.

During the Tenancy

The Rent

Payments

The amount of rent, the date it is due, and any grace period are set by the lease. If a tenant does not pay the full rent by the due date the landlord may start the process of taking legal action in court to evict the tenant, although most landlords will wait until after the grace period, if any, in the lease. Effective January 1, 2024, landlords cannot file an eviction action in court for non-payment of rent unless they first give the tenant a detailed written notice of an intention to file 14 days before filing.[54] (See page 24 for an explanation of eviction proceedings.)

When an apartment is rented to a group of individuals who will live as roommates, 100 percent of the rent is due from the unit. Typically, roommates come to an agreement for splitting the rent but the full amount of rent is still due, even if a roommate moves out while the lease is still in effect. For example, two people agree to share a unit and split the monthly rental cost 50/50. Unless the landlord agrees otherwise, if one roommate moves out before the lease ends, the remaining roommate will still have to pay 100 percent of the rent.

When a lease term ends on a date before the last day of the final month, the amount of rent to be paid for the final month must be prorated at the average daily rate so that the tenant only pays for the actual number of days that occupancy is allowed.[55] This law applies to all leases even if it requires that the last month of rent is paid in advance. Neither the landlord nor the tenant can waive this protection.[56]

52 Minn. Stat. § 504B.161, subd. 2 (2023).
53 Minn. Stat. § 504B.165(a) (2023).
54 Minn. Stat. § 50B.321, subd. 1a. (2023) amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
55 Minn. Stat. § 504B.116 (a) (2023).
56 Minn. Stat. § 504B.116 (a) (2023).

If one or more tenants move out before the lease term ends they are still responsible for paying the rent for the full term (if the lease is definite term) or for the full rental period (if it is a periodic lease). The landlord may allow a new tenant to pick up the balance of the lease (known as a sublease).

A landlord receiving rent or other payments (like utility payments) from a tenant in cash must provide a written receipt for payment immediately upon receipt if the payment is made in person or within three business days if payment in cash is not made in person.[57]

Late Fees

The rent must be paid on the date it is due.

If the rent is paid after the due date, a tenant can be charged a late fee only if the tenant and landlord have agreed in writing that a late fee may be charged. The written agreement must state when the late fee will be charged; many landlords provide a grace period before imposing the late fee. The law limits late fees to a maximum of eight percent of the unpaid rent amount.[58]

Raising the Rent

Under a periodic tenancy, a landlord cannot raise the rent unless the landlord gives proper written notice. Proper notice is one rental period plus one day. (See page 19 for an explanation of proper notice.) During a definite term lease, rent cannot be raised during the term unless the lease allows for an increase.

Tenant's Right to Privacy

Generally, a landlord may only enter a tenant's unit for a "reasonable business purpose" after making a good faith effort to give the tenant reasonable notice under the circumstances. A revision to the law – effective January 1, 2024, provides that the tenant be provided at least 24 hours advance notice of the intended entry and the landlord is limited to entering between the hours of 8:00 AM and 8:00 PM.[59] However, the new law also states that the tenant may permit the landlord to enter the premises with less than 24 hours' notice if so desired and in a different time window of entry. If a landlord violates this law, the tenant can take the landlord to court to break the lease, recover the damage deposit, receive a civil penalty of up to $500 per violation, and reasonable attorney fees.[60]

Examples of a reasonable business purpose include:

1. Showing the unit to prospective tenants.[61]
2. Showing the unit to a prospective buyer or insurance agent.[62]
3. Performing maintenance work.[63]
4. Showing the unit to state, county, or local officials (i.e., fire, housing, health, or building inspectors) inspecting the property.[64]

57 Minn. Stat. § 504B.118 (2023).
58 Minn. Stat. § 504B.177 (2023).
59 Minn. Stat. § 504B.211, subd. 2 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
60 Minn. Stat. § 504B.211, subd. 6 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
61 Minn. Stat. § 504B.211, subd. 3(1) (2023).
62 Minn. Stat. § 504B.211, subd. 3(2) (2023).
63 Minn. Stat. § 504B.211, subd. 3(3) (2023).
64 Minn. Stat. § 504B.211, subd. 3(4) (2023).

5. Checking on a tenant causing a disturbance within the unit.[65]
6. Checking on a tenant the landlord believes is violating the lease.[66]
7. Performing housekeeping work in a senior housing unit. A senior housing unit is a building where 80 percent of the tenants are age 55 or older.[67]
8. Checking to see if a person is staying in the unit who has not signed the lease.[68]
9. Checking the unit when a tenant moves out.[69]

A tenant's right to prior notice may not be waived in any residential lease.[70] However, the landlord may enter the unit without giving prior notice in the following situations:

1. When immediate entry is necessary to prevent injury to persons or property because of conditions relating to maintenance, building security, or law enforcement.[71]
2. When immediate entry is necessary to determine a tenant's safety.[72]
3. When immediate entry is necessary to comply with state law or local ordinances.[73]

If a landlord enters without giving prior notice and the tenant is not home, the landlord must give written notice to the tenant.[74] If the landlord violates this law, the tenant may recover up to $500 per violation in court.[75]

Additionally, a landlord can no longer prohibit tenants from possessing cannabis in their home. However, the landlord may still prohibit smoking or vaping.

Tenants May Seek Police and Emergency Assistance

A landlord cannot evict, penalize, or limit a tenant's right to call the police or call for emergency assistance in response to a domestic incident or any other situation.[76] Any lease provision that limits this right is illegal and void[77] and a tenant may sue a landlord for $250 or actual damages, whichever is greater, and reasonable attorney's fees for violations of this law.[78] But this law does not prevent a landlord from taking appropriate action against a tenant for breach of lease, disturbing the peace and quiet of other tenants, damage to property, disorderly conduct, etc.[79]

Additionally, while no municipality may require eviction of a tenant or otherwise charge or penalize a landlord for a tenant's use of police or emergency assistance, this law does not preclude local ordinances from penalizing landlords for failure to abate nuisances or disorderly conduct on rental property.[80]

65 Minn. Stat. § 504B.211, subd. 3(5) (2023).
66 Minn. Stat. § 504B.211, subd. 3(6) (2023).
67 Minn. Stat. § 504B.211, subd. 3(7) (2023).
68 Minn. Stat. § 504B.211, subd. 3(8) (2023).
69 Minn. Stat. § 504B.211, subd. 3(9) (2023).
70 Minn. Stat. § 504B.211, subd. 2 (2023).
71 Minn. Stat. § 504B.211, subd. 4(1) (2023).
72 Minn. Stat. § 504B.211, subd. 4(2) (2023).
73 Minn. Stat. § 504B.211, subd. 4(3) (2023).
74 Minn. Stat. § 504B.211, subd. 5 (2023).
75 Minn. Stat. § 504B.211, subd. 6 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
76 Minn. Stat. § 504B.205, subd. 2 (2023).
77 Minn. Stat. § 504B.205, subd. 2 (2023).
78 Minn. Stat. § 504B.205, subd. 5 (2023).
79 Minn. Stat. § 504B.205, subd. 4 (2023).
80 Minn. Stat. § 504B.205, subd. 3 (2023).

Repair Problems

Minnesota law requires landlords to keep units in reasonable repair. This requirement cannot be waived.[81] However, the landlord and the tenant can agree the tenant will do certain and specific repairs or maintenance if:

1. This agreement is in writing and conspicuous (easy to notice); and
2. The tenant receives something adequate in return (for example, a rent reduction or payment from the landlord for the work).[82]

If the tenant has trouble getting the landlord to make necessary repairs in the unit, the tenant may use one or more of the following remedies:

1. File a complaint with the local housing, health, energy or fire inspector —if there is one—and ask that the unit be inspected. If there is no city inspector for the community, write the landlord and request repairs within 14 days. If management fails to make such repairs, the tenant may file a rent escrow action.
2. Place the full rent in escrow with the court, and ask the court to order the landlord to make repairs.
3. Sue the landlord in district court under the Tenant's Remedies Act.
4. Sue in conciliation court or district court for rent abatement (this is the return of part of the rent, or, in extreme cases, all of the rent).
5. Use the landlord's failure to make necessary repairs as a defense to either the landlord's Eviction Action based on nonpayment of rent or the landlord's lawsuit for unpaid rent. (See page 14 for a further explanation of defenses a tenant may use.)

Let's examine these one at a time:

Calling in an Inspector

If a landlord will not fix a repair problem, a state, county, or local department or authority can be called by the tenant. If the inspector finds code violations in the unit, the inspector will give the landlord a certain amount of time to fix them. If the landlord does not make the fixes, the state, county, or local department or authority has the authority to serve a summons on the landlord to appear in court.[83]

A landlord may not retaliate by filing an eviction notice, increasing rent, or decreasing services because a tenant contacts an inspector. (See page 29 for more information about retaliation.)[84]

Rent Escrow Action

A Rent Escrow Action is an easy procedure that allows a tenant to seek relief for housing violations on their own without help from an attorney. Tenants may place rent in an escrow account when a landlord will not fix housing violations. Under the rent escrow law, tenants can pay their rent to the court administrator rather than to the landlord and ask the court to order the landlord to make repairs.[85] A tenant may wish to speak with a private attorney or Legal Aid attorney for advice before proceeding.

81 Minn. Stat. § 504B.161, subd. 1 (2023).
82 Minn. Stat. § 504B.161, subd. 2 (2023).
83 Minn. Stat. § 504B.395, subds. 1(4) and 5 (2023).
84 Minn. Stat. § 504B.441 (2023).
85 Minn. Stat. § 504B.385 (2023).

The following are the rules and procedures for rent escrow that must be strictly followed: The first step is to either contact the housing inspector or notify the landlord in writing about the violation. As stated earlier, the housing inspector can order the landlord to make repairs if there are violations of the housing code.[86] It is important to contact the inspector and get a copy of the order. If the repairs are not made within the time the inspector orders, a tenant can deposit rent with the court administrator along with a copy of the notice of code violation.[87]

Even if there is no local housing code, Minnesota law says landlords must keep rental property fit to live in and in good repair.[88] If a landlord has failed to maintain the dwelling so it is fit to live in, has not kept the dwelling in good repair, has not complied with state and local health and housing codes, or has violated the written or oral lease, the tenant should notify the landlord in writing. It is very important that the tenant keep a copy of this letter. If the problem is not corrected within 14 days, the tenant can deposit the rent payment with the court administrator along with a copy of the letter that was given to the landlord.[89]

A tenant may file a Rent Escrow Action any time after the required notice or inspection orders have expired. To file a Rent Escrow Action, a tenant needs to pay to the court administrator all rent, if any, that is due.[90] There is a small filing fee, but the administrator can waive the fee if the tenant's income is very low.[91] The tenant must give the administrator a copy of the inspector's order or the tenant's letter to the landlord. The tenant should estimate how much it will cost to make the repairs. The tenant must also give the administrator the landlord's name and address. A court administrator will provide the tenant with a rent escrow petition form.[92]

Once the rent has been deposited with the court, the court administrator will schedule a hearing. The hearing will take place within 10 to 14 days. In most cases, the court will notify the landlord of the hearing by mail. If fixing the housing code violation will cost more than the conciliation court limit, however, then personal service is required. Someone other than the tenant must give the hearing notice to the landlord.[93] The landlord can take legal action to evict the tenant if the tenant does not deposit the full amount of rent in escrow with the court administrator.[94]

After the hearing, if the tenant proves that a violation exists, the judge may do any of the following:

1. Order the landlord to fix the problem.[95]
2. Allow the tenant to make the repairs and deduct the cost from the rent.[96]
3. Appoint an administrator to collect rent and order repairs.[97]
4. Return all, none, or part of the rent to the tenant.[98]
5. Order that future rent be paid to the court, that the rent be abated (eliminated or reduced) until repairs are made, or that part of the rent be abated or refunded.[99]

86 Minn. Stat. § 504B.185 (2023).
87 Minn. Stat. § 504B.385, subds. 1(a) and (b) (2023).
88 Minn. Stat. § 504B.161 (2023).
89 Minn. Stat. § 504B.385, subd. 1(c) (2023).
90 Minn. Stat. § 504B.385, subd. 1(d) (2023).
91 Minn. Stat. § 563.01 (2023).
92 Minn. Stat. § 504B.385, subd. 5 (2023).
93 Minn. Stat. § 504B.385, subd. 5(d) (2023).
94 Minn. Stat. § 504B.385, subd. 2 (2023).
95 Minn. Stat. § 504B.425(b) (2023).
96 Minn. Stat. § 504B.425(c) (2023).
97 Minn. Stat. § 504B.425(d) (2023).
98 Minn. Stat. § 504B.385, subd. 9 (2023).
99 Minn. Stat. § 504B.385, subd. 9 (2023).

6. Fine the landlord.[100]

If the tenant does not prove that there is a housing code violation or if the tenant does not deposit the full amount of rent with the court, then the money and deposit will be given to the landlord.[101]

A tenant must follow the other terms of the lease while paying rent into escrow. According to Minnesota law, a tenant's rent escrow rights and remedies may not be waived or modified by any oral or written lease or other agreement.[102]

Tenant Remedies Action

In a Tenant Remedies Action, a tenant can sue for the same items as in a Rent Escrow Action:

1. A health or housing code violation.[103]
2. A violation of the landlord's obligation to keep the rental unit in reasonable repair.[104]
3. A violation of an oral or written rental agreement or lease.[105]

A Tenant Remedies Action has more complicated procedures than a Rent Escrow Action. Some non-profits can bring a Tenant Remedies Action on behalf of a whole building's tenants.

Before going to court under this act, a tenant should talk to the landlord about the needed repairs and try to get the landlord to fix them. If the landlord does not make the repairs within a reasonable time, the tenant should:

1. Notify the local housing, health, energy, or fire inspector (if there is one).[106]
2. Get a written copy of the inspector's report. This will describe the problem and allow the landlord a certain number of days to repair it. If no inspector has been used, the tenant must inform the landlord in writing of the repair problem at least 14 days before filing a lawsuit.[107]
3. Wait for the required time to pass, and then, if the repair work has not begun or progressed, bring suit in district court.[108] In court, the tenant must produce evidence that the problem exists (and should submit a copy of the inspector's report if there is one). The tenant must also explain how the problem can be resolved.[109]

Effective January 1, 2024, court fees in emergency tenant remedies actions and lockout petitions will be reduced from around $300 to around $70 . Tenants may still apply for fee waivers from the court if they earn under a certain income level.

Withholding Rent

Some tenants decide to withhold rent if there is a serious repair problem or code violation, but this presents risks to the tenant. Because the tenant may have to defend this action in court, it may be better to use a Rent Escrow Action instead.

100 Minn. Stat. § 504B.385, subd. 9 (2023).
101 Minn. Stat. § 504B.385, subd. 10 (2023).
102 Minn. Stat. § 504B.385, subd. 11 (2023).
103 Minn. Stat. § 504B.001, subd. 14(1) (2023).
104 Minn. Stat. § 504B.001, subd. 14(2) (2023).
105 Minn. Stat. § 504B.001, subd. 14(3) (2023).
106 Minn. Stat. § 504B.185 (2023).
107 Minn. Stat. § 504B.395, subd. 4(1) (2023).
108 Minn. Stat. § 504B.395, subds. 2 and 3 (2023).
109 Minn. Stat. § 504B.395, subd. 6 (2023).

If the tenant chooses to withhold rent, the tenant should follow these steps:

1. Notify the landlord, in writing, of the needed repairs (both parties should keep a copy) and give the landlord a chance to make repairs.[110]
2. Notify the housing, health, energy, or fire inspector (if there is one) if the landlord does not make the repairs.[111]
3. Get a written copy of the inspector's report.[112]
4. Notify the landlord in writing that all or part of the rent will be withheld until the repairs are made.[113]

If a tenant decides to withhold rent, the tenant should be prepared to defend that action in court. It is very likely that the landlord will begin eviction proceedings.[114] The tenant must:

1. Not spend the withheld rent money.
2. Bring the money to court when the tenant is required (summoned) to appear in court.

The judge may order the tenant to deposit the rent with the court. Tenants who fail to follow the judge's order to deposit rent with the court may not have their defenses heard and can be evicted.

If the court decides the tenant's argument is valid, it can do any number of things. It may order the rent to be deposited with the court until the repairs are made, or it may reduce the rent in an amount equal to the extent of the problem.[115] On the other hand, if the tenant loses, the tenant will have to pay all the rent withheld, plus court costs. In addition, the case will be reported to a tenant screening service, impacting future credit and tenant screening checks. Therefore, withholding rent may be riskier to the tenant than a Rent Escrow or Tenant Remedies Action.

Defense

A tenant in poorly maintained rental housing can also use the landlord's failure to make necessary repairs as a defense to:

1. The landlord's Eviction Action based on nonpayment of rent.[116]
2. The landlord's lawsuit for unpaid rent. Again, the tenant should be prepared to show that the landlord was notified, knew, or should have known, about the defective conditions, but failed to repair them despite having a reasonable chance to do so.[117]

Neighborhood Organizations

A neighborhood organization is an incorporated group in a specific geographical area formed to promote community safety, crime prevention, and housing quality in a nondiscriminatory manner. A neighborhood organization can act on behalf of a tenant with the tenant's written permission, or it can act on behalf of all tenants—if the majority of the tenants agree—in a building.[118]

110 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
111 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
112 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
113 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
114 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
115 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
116 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
117 Fritz v. Wharthen, 213 N.W.2d 339 (Minn 1973).
118 Minn. Stat. § 504B.001, subd. 5 (2023).

In most situations, a neighborhood organization acts much like a tenant. A neighborhood organization can:

1. Call for an inspection of a building about which it has zoning concerns.[119]
2. Take to court the owner of a building in which a housing violation may exist.[120]
3. Take to court the owner of any unoccupied buildings in its area.[121]

If a violation is found to exist, a judge can rule in favor of the tenant(s) and/or the neighborhood organization. Among other options, the court can order the owner to comply with all housing codes, under the court's jurisdiction, for up to one year. Additionally, the court can rule against the building's owner for reasonable attorney's fees, not to exceed $500.[122]

The court may appoint a neighborhood organization as the designated administrator for a building as a result of legal action. When this happens, the administrator may collect rent, contract for materials and services to remedy violations, and perform other duties as outlined by the court.[123]

Lead-Based Paint

Paint with lead in it was banned in 1978, but homes built before then often still have surfaces covered in it. Lead-based paint chips and dust can harm adults and can especially harm children. If a home's paint is disturbed, like when repairs in the unit disturb walls or windows, then the tenants can be exposed to the chips or dust without them knowing, like when lead dust has settled on food or counters, or when children pick up paint chips and put them in their mouths. Lead is especially dangerous to children under the age of 6 because children's brains and nervous systems are more sensitive to the damaging effects of lead and because children's growing bodies absorb more lead than adults. Babies and young children often put their hands and other objects in their mouths, which can have lead-paint dust on them. Tenants who are pregnant or planning to get pregnant should know that lead is also dangerous to a developing fetus. Even exposure to low levels of lead can severely harm fetuses and children and can cause brain damage, learning disabilities, attention-deficit disorders, and decreased intelligence.[124] Pregnant tenants exposed to lead-paint chips or dust are also more likely to have a miscarriage.

Tenants who rent units built prior to 1978 can often request that a health inspector check their home for lead-paint hazards. Tenants can also find a certified inspector at *epa.gov/lead*. Tenants should talk with their child's doctor about testing for lead with a simple blood test if they rent a unit built prior to 1978. Lead poisoning can be detected and treated if caught soon after exposure to the paint chips or dust.

Uninhabitable or Condemned Buildings

If the tenancy started after a state or local authority condemned or declared the rental property unfit for human habitation, a landlord may not accept rent or a security deposit for that residential rental property. By violating this law, the landlord is liable to the tenant for actual damages and three times the amount of all money collected from the tenant after the date the property is condemned or declared unfit by state or local officials, plus court costs and attorney's fees. Actual damages may include items such as moving expenses, temporary lodging and

119 Minn. Stat. § 504B.185 (2023).
120 Minn. Stat. § 504B.395, subd. 1(2) (2023).
121 Minn. Stat. § 504B.395, subd. 1(3) (2023).
122 Minn. Stat. § 504B.425(g) (2023).
123 Minn. Stat. § 504B.425(d) (2023): Minn. Stat. § 504B.445, subd. 4 (2023).
124 *www.epa.gov/lead/learn-about-lead#effects*

other costs.[125] If a building is condemned, a landlord must return the tenant's security deposit within five days after the tenant moves from the building, unless the tenant's willful, malicious or irresponsible conduct caused the condemnation.[126]

Minnesota law states that if a building is destroyed or becomes uninhabitable or unfit to live in through no fault of the tenant, the tenant may leave the rental unit. In that situation, the tenant is not required to pay any more rent to the landlord.[127] But if the building has not been condemned a tenant who relies on this law to break a lease may run the risk that a court will not agree that the building was uninhabitable. The tenant may want to consider using the remedies discussed on pages 14-17 rather than to vacate the rental unit without proper notice.

Ending the Tenancy

Proper Notice

When the landlord or tenant ends the tenancy, they must abide by both the terms of the lease and state law. There are different notice requirements for a month-to-month tenancy (periodic lease) and a rental agreement with a definite rental period, generally six months or a year (definite term tenancies).

The landlord may not give a notice to quit the premises or notice of a rent increase that is shorter than the time period the lease provides for the tenant to give notice of an intention to quit the premises.[128]

The tenant may give notice of an intention to quit the premises using either:

1. the time period provided in the lease for the tenant to give a notice of intention to quit the premises; or
2. the time period provided in the lease for the landlord to give a notice to quit the premises or notice of a rent increase.[129] .

Effective January 1, 2024, in limited circumstances, a tenant may end their lease early to move into a medical facility with two months' notice.[130]

For Periodic Tenancies

If there is no provision in the lease stating how much advance notice must be given to end the tenancy, the law says that written notice must be received by the other party at least one full rental period before the last day of the tenancy. In other words, the day before the last rent payment is due. [131]

For example, if a tenant who pays rent on the first day of each month (in a month-to-month periodic tenancy) wishes to leave at the end of June, the tenant must inform the landlord in writing on or before May 31. This is because May 31 is one day before the June rental period begins. In this example, it does not matter what day in June the tenant actually leaves, the tenant is responsible for the entire month's rent. If the tenant or landlord misses the proper notice deadline—even by a day—the notice is void (no good) and the tenancy continues as if no notice was given.

125 Minn. Stat. § 504B.204 (2023).
126 Minn. Stat. § 504B.178, subd. 3(a)(2) (2023).
127 Minn. Stat. § 504B.131 (2023).
128 Minn. Stat. § 504B.147, subd. 3 (2023).
129 Minn. Stat. § 504B.147, subd. 2 (2023).
130 Minn. Stat. § 504B.266 (2023).
131 Minn. Stat. § 504B.135 (2023); Oesterreicher v. Robertson, 245 N.W 825 (Minn. 1932).

The effective date of the notice is the date it is received. For example, if the notice is mailed May 31, and not received by the other party until June 1, the notice will not be effective to end the tenancy by June 30. The proper notice provision also applies to the landlord. If the landlord wants to end the tenancy, they must give the tenant advance written notice the day before that last rental period begins. If the landlord misses the deadline, the notice is not effective and the tenancy is automatically extended for another month. The landlord must provide the tenant a second proper, written notice to vacate the rental property at least one day before the last rental period begins.[132]

For Definite Term Tenancies

Generally, steps for ending a definite term tenancy are written into the lease. Tenants with a definite term lease have to pay for the entire term—no matter when they leave—unless the landlord agrees to accept new tenants who would take over the remaining payments. But some term leases have conditions allowing the tenant to "break" the lease. Often in such cases, the tenant is required to pay a "break lease" fee—a sum of money and/or the tenant's security deposit.

Some definite term leases spell out what kind of notice is needed to end the tenancy when the lease ends. Typically, this is a written notice presented 30 to 60 days before the lease ends. This requirement is often part of an automatic renewal provision. Automatic renewal means if the tenant does not give notice he or she can be held to an additional period of time. For example, one or two months beyond the original term of the lease. Additionally, starting January 1, 2024, landlords cannot force a tenant to renew the lease more than 6 months before the lease is over.[133]

But if the automatic renewal is for an extra two months or more, the landlord must give the tenant written notice and alert the tenant about the automatic renewal provision. If the landlord does not alert the tenant, the automatic renewal provision cannot be enforced. The renewal notice must be given either by personal service or certified mail. It must be received by the tenant 15 to 30 days before the tenant has to give the landlord written notice to vacate.[134] The tenant may not use the security deposit as the last month's rent, except that the tenant may withhold rent for the last month of a contract for deed cancellation period or mortgage foreclosure redemption period.[135] These terms are defined on page 4.

Holdover Tenants

If there is no condition in the lease about what happens when the lease ends (for example, nothing is said about converting the tenancy to a month-to-month tenancy), the lease simply expires and the tenant becomes a "holdover tenant," and the lease is renewed on a month-to-month basis.[136] Some leases in rural areas are renewed for a full term. At this point, unless the landlord agrees to continue the tenancy or a new lease is signed, the landlord can start eviction proceedings at any time and without notice. (See pages 24-29 for laws covering eviction.) However, once the landlord accepts a rent payment from the tenant after the tenancy term runs out, then the tenancy is automatically renewed for another rental period, and it becomes a periodic (usually month-to-month) tenancy.

132 Minn. Stat. § 504B.135 (2023); Oesterreicher v. Robertson, 245 N.W 825 (Minn. 1932); Eastman v. Vetter, 58 N.W 989 (Minn. 1894).
133 Minn. Stat. § 504B.144 (2023).
134 Minn. Stat. § 504B.145 (2023).
135 Minn. Stat. § 504B.178, subd. 8 (2023).
136 Minn. Stat. § 504B.141 (2023).

Section 8 and Public Housing Programs

Section 8 is a federal rent assistance program that provides rent subsidy payments for low-income families renting privately owned housing. Under Section 8, a monthly rent subsidy payment is made to the owner and the tenant pays about 30 percent of the tenant's income toward rent. For more information on Section 8 and other housing subsidy programs, contact the U.S. Department of Housing and Urban Development, (612) 370-3000, or the local public housing authority listed in the telephone directory.

Effective August 1, 2023, a tenant in public housing is entitled to free representation in a breach of lease case.[137]

Right of Victims of Violence to Terminate Lease

A victim of domestic violence, criminal sexual conduct, or stalking who fears imminent violence against the tenant or the tenant's minor children if the tenant or the tenant's minor children remain in the leased premises may terminate a residential lease agreement under certain conditions.

The tenant must provide advance written notice to the landlord stating that:

1. The tenant fears imminent violence from a person named in an order for protection or no contact order, or a writing produced and signed by a court official or city, county, state, or tribal law enforcement;[138] **and**
2. The tenant needs to terminate the tenancy;[139] **and**
3. The specific date the tenancy will terminate.[140]

The law requires that the advance written notice must be delivered before the termination of the tenancy by mail, fax, or in person, and must include the order for protection, no contact order, or qualified statement. The landlord is prohibited from disclosing information provided in this written notification and may not enter the information into any shared database or provide it to any person or entity. However, the landlord may use the information as evidence in an eviction proceeding, action for unpaid rent or damages arising out of the tenancy, claims under section 504B.178 with the tenant's permission, or as otherwise required by law.[141]

The tenant is responsible for the rent payment for the full month in which the tenancy terminates and forfeits all claim for return of the security deposit.[142] In the event that the tenant owes the landlord rent or other amounts for a period before the termination of the lease, the tenant will continue to owe that amount to the landlord.[143]

Three-Day Notice During Winter

Tenants who vacate their units between November 15 and April 15 must tell their landlord they are vacating at least three days before they move. This allows the landlord time to take steps to make sure the pipes don't freeze. A tenant's failure to notify the landlord is a misdemeanor.[144]

137 Minn. Stat. § 504B.268 (2023).
138 Minn. Stat. § 504B.206, subd. 1(b)(1) (2023).
139 Minn. Stat. § 504B.206, subd. 1(b)(2) (2023).
140 Minn. Stat. § 504B.206, subd. 1(b)(3) (2023).
141 Minn. Stat. § 504B.206, subd. 2 (2023).
142 Minn. Stat. § 504B.206, subd. 3(a) (2023).
143 Minn. Stat. § 504B.206, subd. 3(c) (2023).
144 Minn. Stat. § 504B.155 (2023).

Move-Out Inspection

Beginning on January 1, 2024, landlords are required to conduct a move-out inspection within five days of the end of the tenancy if the tenant requests one.[145] The tenant has the right to be present for the inspection. The purpose of the move-out inspection is give the tenant an opportunity to correct any damages the tenant caused during the tenancy and to avoid deductions from the security deposit. If the tenant requests an inspection then the tenant and landlord should schedule the inspection at a day and time both agree to.

Refund of the Security Deposit

At the end of the tenancy, a landlord must return a tenant's security deposit plus simple, non-compounded interest. If a landlord is not returning the deposit or any part of the deposit, the landlord must give the tenant a written explanation why they are not returning the deposit.[146] **The landlord must do this within 21 days after the day the tenancy ends, provided that the tenant has given the landlord a forwarding address.** If a tenant has to leave because the building is condemned, the landlord must return the deposit within five days after the tenant leaves, and after receipt of the tenant's new address or delivery instructions (unless the condemnation was due to the tenant's willful, malicious, or irresponsible conduct).[147] If the landlord does not return the deposit, give an explanation in the time allowed, or provide an initial inspection and move-out inspection when requested, the landlord must pay the tenant a penalty equal to the amount withheld and interest and also pay the tenant the amount of the deposit and interest wrongfully withheld.[148]

Minnesota law allows a landlord to withhold from a security deposit only to cover unpaid rent,[149] damages to the rental unit beyond ordinary wear and tear,[150] or other money the tenant owes to the landlord under an agreement (e.g. water bills).[151]

When a landlord's interest in the property ends (for example, because of death, foreclosure, or contract for deed cancellation), the security deposit must be transferred to either the new owner or returned to the tenant. This must be done within 60 days after the current landlord's interest in the property ends or when the new landlord is required to return the security deposit under the rules discussed earlier, whichever is the earlier time.[152]

If a landlord does not return or transfer the deposit, the court may penalize the landlord $500 for each deposit not returned or transferred.[153]

Interest

Interest begins on the first day of the month following the full payment of the security deposit. Interest runs to the last day of the month in which the landlord returns the deposit. When a tenant has sued to recover a withheld deposit, interest would run to the day the judgment is entered in favor of the tenant.[154]

145 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
146 Minn. Stat. § 504B.178, subd. 3 (2023).
147 Minn. Stat. § 504B.178, subd. 3(a)(2) (2023).
148 Minn. Stat. § 504B.178, subd. 4 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
149 Minn. Stat. § 504B.178, subd. 3(b)(1) (2023).
150 Minn. Stat. § 504B.178, subd. 3(b)(2) (2023).
151 Minn. Stat. § 504B.178, subd. 3(b)(1) (2023).
152 Minn. Stat. § 504B.178, subd. 5 (2023).
153 Minn. Stat. § 504B.178, subd. 7 (2023).
154 Minn. Stat. § 504B.178, subd. 2 (2023).

Taking the Matter to Court

If a tenant does not get the deposit back or is not satisfied with the landlord's reason for keeping part or all of the deposit, the tenant can take the matter to court (this is usually the conciliation court in the county where the rental property is located).[155] There, it is up to the landlord to justify his or her actions. The Minnesota Attorney General's Office has prepared a brochure entitled Conciliation Court: A User's Guide to Small Claims Court, which offers useful tips on how to file a claim and proceed in conciliation court.

If the judge decides the landlord acted in "bad faith," the tenant can be awarded up to $500 in punitive damages. If a landlord has failed to provide a written explanation, the landlord must return the withheld deposit within two weeks after the tenant has filed a complaint in court, or the court will presume the landlord is acting in "bad faith."[156]

The law generally forbids tenants to use their security deposits to pay the rent. Those tenants who do may be taken to court and may have to pay the landlord the amount of the rent withheld plus a penalty. However, before the landlord can take a tenant to court, the landlord must give the tenant a written demand for the rent and a notice that it is illegal to use the security deposit for the last rent payment. The one exception to the prohibition on withholding rent is that a tenant may withhold rent for the last month of a contract for deed cancellation period or mortgage foreclosure redemption period.[157]

Other Important Laws

Background Checks of Property Managers

If the owner of a home hires someone to manage it and that person has access to the home, then the owner is required to do a background check on the person to make sure the manager does not have a criminal history.[158] [159] Background checks are done by the Superintendent of the Minnesota Bureau of Criminal Apprehension (BCA) and the following guidelines have been established by law for landlords to follow when hiring a manager:

- Someone convicted of: first or second-degree murder; first-degree manslaughter; first, second or third-degree assault; kidnapping; first, second, third or fourth-degree criminal sexual conduct; first-degree arson; or stalking,[160] may never be hired as a residential manager and must cease being a manager if hired pending the background check.[161]
- Someone convicted of: third-degree murder; second degree manslaughter; criminal vehicular homicide or injury; fourth or fifth-degree assault; simple or aggravated robbery; carjacking; false imprisonment; theft; burglary; terrorist threat; or non-felony stalking,[162] can only be a property manager if it has been ten years since the date of discharge of their sentence.[163]

155 Minn. Stat. § 504B.178, subd. 9 (2023).
156 Minn. Stat. § 504B.178, subd. 7 (2023).
157 Minn. Stat. § 504B.178, subd. 8 (2023).
158 Minn. Stat. § 299C.68 (2023)
159 Minn. Stat. § 299C.67, subd. 4 (2023).
160 Minn. Stat. § 299C.67, subd. 2(a) (2023).
161 Minn. Stat. § 299C.69(a) (2023).
162 Minn. Stat. § 299C.67, subd. 2(b)(1) (2023).
163 Minn. Stat. § 299C.69(b) (2023).

- Someone convicted attempting to commit one of these crimes or a conviction for a crime in another state that would be a crime under Minnesota's background check law cannot be hired as a property manager.[164]

All landlords must request background checks on all currently employed managers.[165] For a sample form, to obtain information regarding a background check, or to begin the background check process, owners and landlords can contact the Minnesota Bureau of Criminal Apprehension, CHA Unit, 1430 Maryland Avenue East, St. Paul, MN 55106, or call (651) 793-2400. Landlords may be required to pay a fee for each property manager background check.[166]

Housing Courts

Housing courts in Ramsey (651) 266-8230 and Hennepin (612) 348-5186 counties hear and decide cases involving landlord and tenant disputes. This includes, for example, claims for rent abatement, rent escrow proceedings, eviction actions, and actions for violations of state, county, or city housing codes. Housing courts ensure housing claims are brought before a single, trained referee. This is to encourage consistent decisions and prompt compliance with Minnesota's housing laws.

Ramsey and Hennepin County District Courts appoint a referee to hold hearings and make recommended decisions. After the hearing in each case, the referee's recommended findings and orders are sent to the district court judge. These become the findings and orders of the court when confirmed by the district judge. The landlord or tenant can ask the district court judge to review any order or finding recommended by the referee. The person who is requesting the review must file and serve (provide to the other party) a notice of the recommended order or finding. This must occur within 10 days. This notice must explain the reasons for requesting a review and state the specific parts of the recommended findings or orders that are disputed. After receiving this notice, a time for the review hearing will be set. After the hearing the judge will decide whether to accept, reject or change the referee's recommended decision.

Hennepin and Ramsey County landlords and tenants are encouraged to use the housing courts to resolve housing related disputes that they cannot work out themselves.

Eviction

Eviction Actions (Unlawful Detainer)

Under Minnesota law, the only way a landlord can remove a tenant is if the court issues an order requiring the tenant to leave and the Sheriff comes to the home with the order (called a "writ"). Landlords cannot forcibly remove tenants by changing the locks, turning off utilities, or any other action that would force the tenant to leave. In order to evict a tenant, a landlord must first bring an "Eviction Action," or what used to be called an "Unlawful Detainer" action, against the tenant. This is a legal proceeding conducted in district court. To bring this action the landlord must have a legitimate reason. According to state law, legitimate reasons can be nonpayment of rent, other breaches of the lease, or where the tenant has refused to leave after notice to vacate has been properly served and the tenancy's last day has passed (called a "hold over").[167]

164 Minn. Stat. § 299C.67 (2023); Minn. Stat. § 299C.69(b) (2023).
165 Minn. Stat. § 299C.68, subd. 1 (2023).
166 Minn. Stat. § 299C.68, subd. 2 (2023).
167 Minn. Stat. § 504B.285, subd. 1 (2023).

In general, if a tenant does not pay rent on the day it is due, the landlord may immediately bring an Eviction Action unless the lease provides otherwise. Effective January 1, 2024, the landlord must issue a 14-day written notice before filing evictions for non-payment of rent.[168] With proper written notice, a landlord can end a month-to-month tenancy unless the landlord is limiting a tenant's right to call the police for emergency assistance or retaliating or discriminating against the tenant. (See pages 13, 29, and 33 for definitions of these terms.) Definite term leases can only be ended according to the notice specified in the lease or if there has been a significant breach of the lease and the lease allows eviction for breach.

Eviction Procedures

There are several steps both landlords and tenants must take in an Eviction Action:

1. The landlord must file a complaint against the tenant in district court. At least 7 days before the court date the landlord must have someone else serve the tenant with a summons ordering the tenant to appear in court.[169]
2. A court hearing must take place within 7 to 14 days after the court issues the summons. At the hearing, both the tenant and the landlord will be asked to give their sides of the story.[170]
3. The judge will then deliver a decision. If the judge decides the tenant has no legal reason for refusing to leave or pay the rent, the judge will order the tenant to vacate the rental unit. If necessary, the judge will order a law enforcement officer to force the tenant out. If the tenant can show immediate eviction will cause substantial hardship, the court shall allow the tenant a reasonable period of time (up to one week) in which to move. A tenant may not seek or receive a delay based on hardship if the tenant is causing a nuisance or seriously endangering the safety of other residents, their property, or the landlord's property.[171]

If the Eviction Action has been brought only because the tenant owes rent, and the landlord wins, the tenant can still "pay and stay." To pay and stay, the tenant must pay the rent that is past due (in arrears), plus interest (if charged), plus a $5 attorney fee if an attorney represented the landlord, and finally, any "costs of the action." Costs of the action includes the filing fee (now about $325) plus the process server fee, plus witness fees if one was called (subpoenaed) for trial; costs do not include other legal or similar fees for handling/processing the case as those are capped at $5.[172]

If legal action is taken because the tenant owes rent, it is a defense for the tenant to produce a copy or copies of one or more money orders or original receipts for the purchase of money orders if the documents:

1. total the amount of the rent,
2. include a date or dates corresponding with the date rent was due; and
3. in the case of copies of money orders, are made payable to the landlord.

The landlord can argue against this defense by producing a business record that shows that the tenant has not paid the rent.

168 Minn. Stat. § 504B.321, subd. 1a. (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
169 Minn. Stat. § 504B.321 (2023); Minn. R. Civ. P. 5.02.
170 Minn. Stat. § 504B.321 (2023).
171 Minn. Stat. § 504B.345 (2023).
172 Minn. Stat. § 504B.291, subd. 1(a) (2023).

The court may give the tenant up to a week to pay the court costs. If a tenant has paid the landlord or the court the amount of rent owed, but is unable to pay the interest, costs and attorney's fees, the court may permit the tenant to pay these amounts during the time period the court delays issuing an eviction order (Writ of Recovery).[173]

If the Eviction Action has been brought because the tenant has withheld the rent due to disrepair, the judge may order the tenant to deposit the rent with the court. If the tenant wins, the judge may order that the rent be reduced (abated), in part or completely. (See page 16 for a description of withholding rent.)

To be clear: only a law enforcement officer can physically evict a tenant. The landlord cannot. A Writ of Recovery —which is issued at the time the decision is handed down—must be provided at least 24 hours before the actual eviction. The law enforcement officer can show up to perform the eviction any time after the 24 hours have expired.[174]

A landlord may not obtain a judgment for unpaid rent in an Eviction Action. To obtain a judgment for unpaid rent, a landlord must bring a separate action in conciliation court or district court.

Expungement

Some tenants who have been evicted may ask a court to remove the case from the court record. This procedure is called "expungement." In most situations, the law permits, but does not require, a judge to expunge an eviction case from the court's records.

Currently, following a motion by the tenant, the court may find that the landlord's eviction case is without merit. The judge may then decide to remove (expunge) the eviction case from the court's record if the judge finds the expungement is clearly in the interests of justice and those interests are not outweighed by the public's interest in knowing about the record.[175] Effective January 1, 2024, the court may order the expungement of an eviction case if the court finds that the expungement is "in the interests of justice and those interests are not outweighed by the public's interest in knowing about the record."[176] Therefore, the court will no longer be required to find that the landlord's case had no merit.[177]

Also, starting in 2024, expungement will also be **mandatory** (required) if:

1. The tenant was evicted due to a mortgage foreclosure or contract for deed cancellation and the tenant vacated the property before the Eviction Action was started.
2. The tenant was a tenant during a contract cancellation or foreclosure redemption period and did not receive a proper notice to vacate on a date prior to the start of the Eviction Action.
3. The tenant prevailed on the merits.
4. The court dismissed the landlord's complaint for any reason.
5. Three years has passed since the eviction was ordered.
6. The case settled and the tenant fulfills the terms of the settlement.[178]

173 Minn. Stat. § 504B.291, subd. 1(b) (2023).
174 Minn. Stat. § 504B.365, subd. 1 (2023).
175 Minn. Stat. § 484.014, subd. 2.
176 Minn. Stat. § 484.014, subd. 2 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
177 *Id*.
178 Minn. Stat. § 484.014, subd. 3 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).

If a judge orders expungement, a tenant may wish to notify the reporting companies so their reports will be updated quickly. If a tenant screening service (see page 5 for an explanation of tenant reports) knows that an eviction case file has been expunged, the tenant screening service must remove any reference to that file from data it maintains or disseminates.[179]

Storage of Personal Property

In cases where the tenant's property is left behind when the Sheriff (or a police officer) is removing the tenant, the landlord must make a list (called "an inventory") of the property and have it signed and dated in the presence of the Sheriff. A copy of the inventory must be mailed to the tenant at the tenant's last known address or to an address provided by the tenant.[180] The inventory must include the following:

1. A listing of the items of personal property, and a description of the condition of that property.[181]
2. The date, the signature of the landlord, and the name and telephone number of the person authorized to release the property.[182]
3. The name and badge number of the Sheriff or police officer.[183]

The officer must keep a copy of the inventory. The landlord must remove, store, and take care of the tenant's property for 28 days. The landlord is liable for damages to, or loss of, the tenant's personal property if the landlord fails to use reasonable care in storing the property. The landlord should notify the tenant of the date and approximate time the officer is scheduled to remove the tenant and the tenant's personal property from the premises. The notice must be sent by first class mail.

The landlord should also make a good faith effort to notify the tenant by telephone, informing the tenant that if the tenant has not left by the time specified in the notice, the tenant and the tenant's property will be removed from the premises.[184] According to Minnesota law, this provision may not be waived or modified by any oral or written lease or other agreement.[185]

To Get the Property Back

If the tenant's personal property is stored on the premises, the tenant may contact the landlord in writing to demand that the property be returned. The landlord does not have a right to keep (lien on) the property. If the tenant's property is stored away from the premises (at a bonded warehouse or other suitable storage place), the landlord has a legal claim on the tenant's personal property for the reasonable costs of removing, transporting, and storing the property. The landlord can keep the property in such a circumstance until those expenses are paid.[186]

Whether the tenant's property is stored on or away from the premises, to get the property back the tenant does not have to pay any unpaid rent, late charges, etc. The landlord can sue the tenant in court for these costs.

179 Minn. Stat. § 504B.241, subd. 4 (2023).
180 Minn. Stat. § 504B.365, subd. 3(d) (2023).
181 Minn. Stat. § 504B.365, subd. 3(d)(1) (2023).
182 Minn. Stat. § 504B.365, subd. 3(d)(2) (2023).
183 Minn. Stat. § 504B.365, subd. 3(d)(3) (2023).
184 Minn. Stat. § 504B.365, subd. 3(e), (f) and (g) (2023).
185 Minn. Stat. § 504B.365, subd. 5 (2023).
186 Minn. Stat. § 504B.365, subd. 3(c) (2023).

Eviction for Illegal Activities

Every oral or written residential lease now includes a requirement that the following activities will not be allowed on the premises:

- Making, selling, possessing, purchasing or allowing illegal drugs (note that effective August 1, 2023, landlords cannot prohibit tenants from possessing edible cannabis in their home – they can only prohibit smoking or vaping cannabis[187]);
- Illegally using or possessing firearms;
- Allowing stolen property or property obtained from robbery; or
- Allowing prostitution or related activities.[188]

A tenant violating this law loses the right to the rental property. An Eviction Action filed by a landlord for these reasons will be heard within 5 to 7 days (instead of the usual 7 to 14 days).[189]

However, starting June 1, 2024, a landlord cannot evict a tenant for committing most crimes if the crimes were committed somewhere other than on the property.[190]

Seizure of Property

Unlawful sale, possession, storage, delivery, giving, manufacture, cultivation, or use of controlled substances, unlawful use or possession of a dangerous weapon, unlawful sale of alcohol, prostitution and gambling within a building is a public nuisance.[191] A city attorney, county attorney, or the Attorney General may file an abatement action against the landlord, and if the nuisance is not corrected, ask the court to seize the building.[192]

Foreclosure/Contract-for-Deed New Owner Evictions

Minnesota law describes a tenant's rights when the new owner brings an action to evict the tenant after a mortgage foreclosure or contract for deed cancellation:

- If a tenant's lease began after the date the mortgage was signed, but prior to the end of the mortgage foreclosure redemption period (described on page 4), the new owner must provide the tenant 90 days written notice to vacate, effective no sooner than 90 days after the end of the mortgage foreclosure redemption period, prior to bringing an Eviction Action provided the tenant pays the rent and abides by all lease terms. The new owner may evict the tenant sooner if the tenant fails to pay the rent and abide by all of the lease terms.[193]
- If the tenant is not a parent, child or spouse of the prior landlord, and the prior landlord and the tenant negotiated an arm's-length lease for fair market value, the new owner generally is required to allow the tenant to remain in the property until the lease ends. If, however, the new owner will live in the property as a primary residence, the new owner is not required to permit the tenant to stay until the end of the lease. If the tenant fails to pay rent and abide by the lease terms, the new owner may evict the tenant. The new owner must provide notice to vacate 90 days prior to the termination of the lease. These requirements only apply

187 Minn. Stat. § 504B.171, subd. 1 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 63 (H.F. No. 100).
188 Minn. Stat. § 504B.171, subd. 1 (2023).
189 Minn. Stat. § 504B.321, subds. 1 and 2 (2023).
190 Minn. Stat. § 504B.171, subd. 1 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
191 Minn. Stat. § 617.81, subd. 2 (2023).
192 Minn. Stat. § 617.83 (2023).
193 Minn. Stat. § 504B.285, subd. 1a(a) (2023).

to the new owner immediately after the foreclosure, i.e., the purchaser at the sheriff's sale, and do not apply if the property is resold following the foreclosure.[194]

The owner may evict the tenant after termination of a contract for deed, but if the lease began after the date the contract for deed was signed, but prior to the end of the contract for deed cancellation period (described on page 4), the tenant must receive:

1. At least two months' written notice to vacate no sooner than one month after the end of the contract for deed cancellation period, provided that the tenant pays the rent and abides by all the terms of the lease; or
2. At least two months' written notice to vacate no later than the end of the contract for deed cancellation period. This notice must state that the sender will hold the tenant harmless for breaching the lease by vacating the premises if the contract is reinstated.[195]

Retaliation

A landlord may not evict a tenant or end a tenancy in retaliation for the tenant's "good faith" attempt to enforce the tenant's rights, nor can a landlord respond to such an attempt by raising the tenant's rent, cutting services, or otherwise adversely changing the rental terms. For instance, if a tenant has reported the landlord to a governmental agency for violating health, safety, housing, or building codes, the landlord cannot try to "get even" by evicting the tenant.[196]

The law presumes that the landlord is retaliating if, within 90 days of a tenant's action, the landlord starts an Eviction Action or gives the tenant a notice to vacate. It will then be up to the landlord to prove the eviction is not retaliatory. However, if the landlord's notice to vacate comes more than 90 days after a tenant exercises the tenant's rights, it will be up to the tenant to prove the eviction is retaliatory. These provisions also apply to oral rental agreements.

Unlawful Exclusions and Property Confiscation

It is a misdemeanor for a landlord to physically lock out or bar a tenant from the tenant's rental unit or otherwise prevent a tenant from living there (for example, by removing locks, doors, or windows from the rental unit) without a court order.[197] A tenant who has been unlawfully forced out may ask a court to get back in. The petition filed with the court must:

1. Give a description of the rental unit.[198]
2. Give the owner's name.[199]
3. State the facts that make the lockout or exclusion unlawful.[200]
4. Request that the tenant be given possession of the unit.[201]

If the court agrees with the tenant, it will order the sheriff to help the tenant get back in. If the court decides the landlord knew or should have known that the lockout or other exclusion was unlawful, the court can order the

194 Minn. Stat. § 504B.285, subd. 1a(b) (2023).
195 Minn. Stat. § 504B.285, subd. 1b (2023).
196 Minn. Stat. § 504B.441 (2023).
197 Minn. Stat. § 504B.225 (2023).
198 Minn. Stat. § 504B.375, subd. 1(b)(1) (2023).
199 Minn. Stat. § 504B.375, subd. 1(b)(1) (2023).
200 Minn. Stat. § 504B.375, subd. 1(b)(2) (2023).
201 Minn. Stat. § 504B.375, subd. 1(b)(3) (2023).

landlord to pay the tenant up to triple damages or $500, whichever is greater, plus reasonable attorney's fees.[202] Also, a landlord cannot cart away or keep a tenant's belongings for nonpayment of rent or other charges.[203]

Utility Shut-offs

A landlord may not intentionally shut off a tenant's utilities.[204] If a landlord has unlawfully cut off utility services, a tenant can sue the landlord in court to recover triple damages or $500, whichever is greater, plus reasonable attorney's fees. However, a tenant may recover only actual damages if:

1. In the beginning, the tenant failed to notify the landlord of the interruption of utilities.[205]
2. The landlord, once notified, had the services reinstated within a reasonable time or made a good faith effort to do so.[206]
3. The cutoff was necessary to repair or correct equipment or to protect the health and safety of the tenants.[207]

Tenants, finding their utility service cut off, should notify the landlord immediately. If service is not restored within a reasonable time, they should notify a housing inspector (if there is one available) and may bring an emergency action in court if the landlord unlawfully cuts off utilities. Effective January 1, 2024, a "repair emergency" will include a non-working refrigerator, promised air-conditioning, serious infestations, and a city notice of intent to condemn the property.[208]

Loss of Essential Services

When a landlord has contracted to pay for utilities but fails to pay, the utility company must provide notice that services will be cut off, or if the utilities are shut off, the tenant or a group of tenants may pay to have the services continued or reconnected and may deduct that payment from their rent. But the tenant(s) must follow certain steps.[209]

The tenant must notify the landlord either orally or in writing of the tenant's intention to pay the utility if, after 48 hours, the landlord fails to pay. Under certain circumstances, the notice period can be shorter. For example, if the furnace stops in the middle of winter because of a lack of fuel that the landlord was supposed to provide, less than a 48-hour notice is considered reasonable. If the landlord is notified orally, written notice must be mailed or delivered to the landlord within 24 hours after the oral notice.[210]

If the landlord has not paid the natural gas, electricity, or water utility, and the service remains disconnected, the tenant may pay the amount due for the most recent billing period.[211] If the disconnected service is heating oil or propane and the service has not been reconnected, the tenant may order and pay for a one-month supply.[212]

202 Minn. Stat. § 504B.231(a) (2023).
203 Minn. Stat. § 504B.101 (2023); Minn. Stat. § 504B.001 subd. 3 (2023).
204 Minn. Stat. § 504B.225 (2023).
205 Minn. Stat. § 504B.221, subd. (a)(1) (2023).
206 Minn. Stat. § 504B.221, subd. (a)(2) (2023).
207 Minn. Stat. § 504B.221, subd. (a)(3) (2023).
208 Minn. Stat. § 504B.381 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
209 Minn. Stat. § 504B.215, subd. 3(a) and (i) (2023).
210 Minn. Stat. § 504B.215, subd. 3(a) (2023).
211 Minn. Stat. § 504B.215, subd. 3(b) and (c) (2023).
212 Minn. Stat. § 504B.215, subd. 3(h) (2023).

In a residential building with less than five units, one of the tenants may take responsibility for the gas or electric bill and establish an account in the tenant's name. Then, each month the tenant would provide receipts to the landlord and deduct from the next rental payment the amount paid to restore and pay for these utility services. By law, any payments made to a utility provider in this manner must be considered the same as rent paid to the landlord. Payments made for water, heating oil, or propane may also be deducted from rent.[213]

Utilities include natural gas, water, electricity, home heating oil and propane.[214] This law applies to all utility providers, including municipalities and cooperatives that in most cases are not regulated by the Minnesota Public Utilities Commission.[215] The utility cannot collect payment from the tenant for the landlord's past bills. Also, the utility may not refuse service to a tenant due to the landlord's failure to pay past bills.[216]

Cold Weather Rule

The Minnesota Legislature developed the Cold Weather Rule to protect a tenant (or homeowner) from having their heat source permanently disconnected in winter (October 15 through April 15) if they are unable to pay their utility bills.[217] The Cold Weather Rule is implemented by the Minnesota Public Utilities Commission. The Cold Weather Rule does not prohibit shut-offs. But does provide that a utility may not disconnect and must reconnect a customer whose household income is at or below 50 percent of the state median income if the customer enters into and makes reasonably timely payments under a mutually acceptable payment agreement. Customers whose household income is above 50 percent of the state median income also have the right to a payment agreement to prevent disconnection or get reconnected.[218] The Cold Weather Rule applies to all natural gas and electric utilities; it does not apply to delivered fuels, such as fuel oil, propane, and wood.

The Cold Weather Rule does not prevent a landlord from evicting a tenant or refusing to renew a lease that expires during this "cold weather" season.

Disconnection Notice

The Cold Weather Rule requires a utility company to notify its customers in writing before it disconnects their heat. The notice must be in easy-to-understand language and must contain the amount due, the date of the scheduled disconnection, the reasons for disconnection, and options to avoid disconnection.[219] A regulated public utility must notify a customer of disconnection at least seven working days in advance.[220] An unregulated utility—such as a cooperative or municipal utility—must notify a customer of disconnection at least 15 days in advance.[221] A disconnection may not generally happen on a Friday, Saturday, or Sunday, a holiday or the day before a holiday, while an appeal is pending, or after the close of business on the scheduled day of disconnection.

213 Minn. Stat. § 504B.215, subd. 3(i) (2023).
214 Minn. Stat. § 504B.215, subd. 3(a) (2023).
215 Minn. Stat. § 504B.215, subd. 3(a) (2023).
216 Minn. R. 7820.1400 (2023).
217 Minn. Stat. § 216B.096 (2023); Minn. Stat. § 216B.097 (2023).
218 Minn. Stat. § 216B.096, subd. 10 (2023).
219 Minn. Stat. § 216B.096, subd. 4 (2023); Minn. Stat. § 216B.097, subd. 2 (2023).
220 Minn. Stat. § 216B.096, subd. 7(c)(2) (2023)
221 Minn. Stat. § 216B.097, subd. 3(a)(4) (2023).

Payment Plans

A utility company must enter into payment agreements all year round, not just during the winter months.[222] Any residential customer, regardless of income or account status, may qualify for a payment agreement.

If you receive a disconnection notice or you know you cannot afford your utility bills, you must work directly with your utility company to set up a payment plan. Your utility company must consider your financial circumstances, as well as any "extenuating" circumstances, when it makes your payment plan.[223] If you agree to a payment plan, you must keep it. If your circumstances change and you can no longer afford your payment plan, you must contact your utility company and negotiate a new payment plan.

During the winter months, the Cold Weather Rule guarantees a reduced payment plan for consumers who meet certain guidelines. If you receive energy assistance or your household earns less than 50 percent of the state's median income, a public utility company cannot ask you to pay more than 10 percent of your monthly household income toward current and past utility bills.[224] A cooperative or municipal utility can ask you to pay more than 10 percent of your monthly household income, but it must consider your financial circumstances.[225] Household income includes the income of all residents in your household but does not include any amount received for energy assistance.

Your Right to Appeal

If you and your utility company cannot agree on a reasonable payment plan, you have the right to appeal.

If you are a customer of a public utility, you may appeal to the Minnesota Public Utilities Commission.[226] You must ask your utility company for an appeal form. Once you receive the appeal form, you must send it to the Minnesota Public Utilities Commission within 7 working days.[227] After it receives your written appeal, the Minnesota Public Utilities Commission will review it and issue a decision within 20 working days.[228] During the appeal process, your utility company cannot disconnect your heat; if you have already been disconnected, your utility company must reconnect your service.[229] If your appeal is denied, your utility company must notify you in writing at least 7 days before it disconnects your service.[230]

If you are the customer of a cooperative or municipal utility, you must appeal directly to your utility company before you are disconnected.[231]

Additional Resources

If you have questions about the Cold Weather Rule, contact your local utility or call the Consumer Affairs Office of the Minnesota Public Utilities Commission at (651) 296-0406 or (800) 657-3782. If you meet low income guidelines, you may also be eligible for energy assistance funds. Your utility company or the Minnesota Public Utilities Commission can help you get in touch with these programs.

222 Minn. Stat. § 216B.098, subd. 3 (2023).
223 Minn. Stat. § 216B.098, subd. 3 (2023); Minn. Stat. § 216B.096 (2023).
224 Minn. Stat. § 216B.096, subd. 5 (2023).
225 Minn. Stat. § 216B.097, subd. 1(a)(2) (2023).
226 Minn. Stat. § 216B.096, subd. 8 (2023).
227 Minn. Stat. § 216B.096, subd. 8(b) (2023).
228 Minn. Stat. § 216B.096, subd. 8(c) (2023).
229 Minn. Stat. § 216B.096, subd. 7(c)(1) (2023).
230 Minn. Stat. § 216B.096, subd. 8(d) (2023).
231 Minn. Stat. § 216B.097, subd. 3(c) (2023).

Tenant's Right to a Tax Credit (CRP)

Minnesota law gives tenants—depending on income and amount of rent paid—a partial refund for the property taxes they pay indirectly through their rent.[232] To be eligible a tenant must rent a property tax-paying unit. If the tenant is renting from the government, a private college, some other person, or other entity not required to pay property taxes or make payments in lieu of taxes, the tenant is not eligible for a refund.

To claim the credit, the tenant must file with the Minnesota Department of Revenue a property tax refund return form (M1PR) and include with it a "certificate of rent paid" (CRP) that the landlord must supply to the person who is a renter on December 31. If the renter moves prior to December 31, the owner or managing agent may give the certificate to the renter at the time of moving or mail the certificate to a forwarding address if one has been provided by the renter. The certificate must be made available to the renter before February 1 of the year following the year in which the rent was paid.[233] If there is a disagreement between the tenant and the landlord over how much rent was paid, or if the landlord fails to provide a certificate of rent paid form, a "Rent Paid Affidavit" can be requested from the Minnesota Department of Revenue. The property tax refund return for the previous year must be filed with the Department of Revenue by August 15. Questions may be directed to the department at (651) 296-3781 or (800) 652-9004. TTY users call 711 for Minnesota State Relay Service.

Discrimination

According to Minnesota law, landlords cannot legally refuse to rent or otherwise deny housing to potential tenants (or have different rental terms) on the basis of race, color, creed, religion, national origin, sex, gender identity, marital status, status with regard to public assistance, sexual orientation, disability, or familial status.[234] There are two exceptions to this:

1. An owner living in a one-family unit may refuse to rent part of the premises on the basis of sex, gender identity, marital status, status with regard to public assistance, sexual orientation, or disability; or
2. A nonprofit organization can discriminate on the basis of sex if the units are in a temporary or permanent residence home.[235]

However, there are some important exceptions to the prohibition on landlords discriminating against tenants with children (a person's "familial status"). Landlords can refuse to rent to tenants with children when:

1. The number of occupants would be over the local, state, or federal restrictions regarding the maximum number of occupants permitting to live in a rental unit; or
2. The landlord lives in the building and the building has 4 or fewer units;[236] or
3. The purpose of the building is to provide housing for elderly persons.[237]

Tenants who experience discrimination can file a complaint with the Minnesota Department of Human Rights as follows: in person at 540 Fairview Avenue North, Suite 201, Saint Paul MN 55104; by phone at (651) 539-1100, or toll free, (800) 657-3704; or online at *https://mn.gov/mdhr*. In Minneapolis, St. Paul, and some other locations, such

232 Minn. Stat. § 290A.19 (2023).
233 Minn. Stat. § 290A.19 (2023).
234 Minn. Stat. § 363A.09 (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909)
235 Minn. Stat. § 363A.21, subd. 1(2) (2023), amended by 2023 Minn. Sess. Law Serv. Ch. 52 (S.F. 2909).
236 Minn. Stat. § 363A.21, subd. 2(a) (2023).
237 Minn. Stat. § 363A.21, subd. 2(a) (2023)

complaints may also be filed with municipal civil or human rights departments. Tenants may also wish to consult a private attorney about whether or not to sue on the basis of discrimination.

To qualify for the elderly persons exemption the housing must:

1. Be provided under a state or federal program that is specifically designed and operated to assist elderly persons;[238]
2. Be intended for and solely occupied by persons 62 years of age or older;[239] or
3. Be intended and operated for occupancy by at least one person 55 years of age or older per unit. At least 80 percent of the units must be occupied by one person 55 years of age or older per unit, and there must be the publication of, and adherence to, policies and procedures that demonstrate an intent to provide such housing.[240]

Additionally, a landlord is unable to discriminate against a tenant who requires a service dog. Every person who is totally or partially blind, has a physical disability, or is deaf, and who has a service dog or obtains a service dog while renting, shall be entitled to full and equal access to all housing accommodations. Furthermore, the tenant shall not be required to pay extra compensation to the landlord in order to have a service dog reside in the unit; however, the tenant shall be liable for any damage done to the premises by such service dog.[241]

A landlord may require a tenant to provide supporting documentation for each service or support animal for which the tenant requests a reasonable accommodation under any provision of law. A landlord must not require supporting documentation from a tenant if the tenant's disability or disability-related need for a service or support animal is readily apparent or already known to the landlord.[242] A landlord must not require the tenant to disclose or provide access to medical records or medical providers or provide any other information or documentation of a person's physical or mental disability.[243]

Additionally, effective January 1, 2024, a landlord that accepts pets won't be able to require either declawing or devocalization.[244]

Accessible Units

Minnesota law requires that a person with disabilities, or a family with a family member with disabilities, must be given priority to accessible units. This law provides that if a person without disabilities, or a family that does not include a person with disabilities, is living in an accessible unit, the owner must offer to rent a non-disability-equipped apartment to that person or family if:

1. A person with disabilities or a family with a family member with disabilities who will reside in the apartment has signed a rental agreement for the accessible unit. [245]
2. A similar non-disability-equipped unit in the same rental housing complex is available at the same rent.[246]

238 Minn. Stat. § 363A.21, subd. 2(b)(1) (2023).
239 Minn. Stat. § 363A.21, subd. 2(b)(2) (2023).
240 Minn. Stat. § 363A.21, subd. 2(b)(3) (2023).
241 Minn. Stat. § 256C.025 (2023).
242 Minn. Stat. § 504B.113, subd. 2 (2023).
243 Minn. Stat. § 504B.113, subd. 2 (2021).
244 Minn. Stat. § 504B.114 (2023).
245 Minn. Stat. § 363A.40 (2023)
246 Minn. Stat. § 363A.40 (2023)

The law requires that the owner must inform people without disabilities and families that do not include a family member with disabilities of the possibility that they may have to move to a non-disability-equipped rental unit. This information must be provided before an agreement is made to rent an accessible unit.[247]

Landlord Disclosure

Landlords must provide their tenants, in writing, with the name and address of:

1. The person authorized to manage the premises.[248]
2. The owner of the premises or the owner's authorized agent (the person or entity that will be receiving any notices or demands).[249]

The addresses given must be a street address, not a post office box number, because it must be an address at which papers can be handed to the recipient (served). The disclosure can be inserted in the lease or can be put in some other written form. It must also be printed or typed and posted by the landlord in some clearly visible place on the premises.[250]

The disclosure is important because the tenant must be able to contact the landlord or agent when repairs are needed or other problems arise. Also, a landlord cannot take any legal action against a tenant to recover rent or to evict the tenant unless the disclosure has been given.[251]

Tenants who move out of a rental unit, or sublet their unit without giving the owner 30 days' written notice, lose the protection of the disclosure law.[252]

Subleasing

Subleasing means another person "takes over" a tenant's unit by moving into the unit, paying rent and doing all the things the original tenant agreed to do under the rental agreement. If nothing in the lease prohibits subletting, then the tenant can sublet. This means that the new tenant takes over the old tenant's duties, including paying the rent. It is best to get these agreements in writing and signed by both parties. If the new tenant does not pay the rent, or if the new tenant damages the unit or leaves before the lease is up, the original tenant will be responsible to the landlord for any damage or unpaid rent. The original tenant can sue the new tenant for these costs. Most leases say the tenant can sublet only if the landlord agrees to it. If the tenant and landlord agree to sublet, it is best to get this agreement in writing.

Abandoned Property

Personal property a tenant leaves behind after moving out must first be stored by the landlord. The landlord can charge the tenant all moving, storage, and care costs, however, the tenant can get his or her property back before paying the moving, storage, and care costs. If the tenant refuses to pay the moving, storage, and care costs, the landlord can sue the tenant to recover those costs.[253]

247 Minn. Stat. § 363A.40 (2023)
248 Minn. Stat. § 504B.181, subd. 1(1) (2023).
249 Minn. Stat. § 504B.181, subd. 1(2) (2023).
250 Minn. Stat. § 504B.181, subd. 2 (2023).
251 Minn. Stat. § 504B.181, subd. 4 (2023).
252 Minn. Stat. § 504B.181, subd. 5 (2023).
253 Minn. Stat. § 504B.271, subd. 1 (2023).

If law enforcement has performed an eviction, see page 27 of this booklet to learn about the storage of a tenant's personal property.

Twenty-eight days after the landlord has either received a notice of abandonment or it has become reasonably apparent that the unit has been abandoned, the landlord may sell or get rid of the property in whatever way the landlord wishes.[254] But, the landlord must make a reasonable effort to contact the tenant at least 2 weeks before a sale of the items, to let the tenant know they are being sold or disposed of. The landlord must do this either by personally giving the tenant a written notice of a sale or by sending the notice by first-class and certified mail to the tenant's last known address or likely new address, if the landlord knows that information. The landlord must also post a notice of the sale in a clearly visible place on the premises at least 2 weeks before the sale. If notice is given by mail, the 2-week period begins the day the notice is deposited in the United States mail.[255]

The landlord may use a reasonable amount of the money from a sale to pay for the costs of removing, caring for, and storing the property, back rent, damages caused by the tenant, and other debts the tenant owes the landlord under an agreement. Money earned in excess of the landlord's costs belongs to the tenant, if the tenant has written and asked for it. If the tenant has asked for the property back before the 28-day waiting period ends, the landlord must give the property back.[256]

The landlord must return the tenant's property within 24 hours after the tenant's written demand, or 48 hours (not counting weekends and holidays) if the landlord has moved the tenant's property somewhere other than the building. If the landlord or the landlord's agent does not allow the tenant to reclaim the property after the tenant has written for it, the tenant may sue for a penalty in an amount not to exceed twice the actual damages or $1,000, whichever is greater, plus any damages the tenant suffered plus reasonable attorney's fees.[257]

Expanded Definition of Tenant

Caretakers and other individuals who exchange their services (instead of money) for rent are also considered tenants, as are all regular occupants of a dwelling. As such, these individuals are entitled to all rights and remedies provided to tenants by law.[258]

Smoking in Common Areas

Minnesota's Clean Indoor Air Act prohibits smoking in all common areas within apartment buildings.[259]

Manufactured Home Park Residents

Manufactured homeowners who rent lots in manufactured home parks have special rights and responsibilities under Minnesota law.[260] The Minnesota Attorney General's Office publishes a brochure detailing these rights and responsibilities. To receive The Manufactured Home Parks Handbook, contact the Attorney General's Office as listed on page 37.

254 Minn. Stat. § 504B.271, subd. 1(b) (2023).
255 Minn. Stat. § 504B.271, subd. 1(d) (2023).
256 Minn. Stat. § 504B.271, subd. 1(b) (2023).
257 Minn. Stat. § 504B.271, subd. 2 (2023).
258 Minn. Stat. § 504B.001, subd. 12 (2023).
259 Minn. Stat. § 144.413, subd. 2 (2023).
260 Minn. Stat. § 327C (2023).

Resources

References

Minnesota statutes and rules can be found on the Minnesota Office of the Revisor of Statutes website at: *www.revisor.mn.gov*. Information on federal laws can be found on the Office of the Law Revision Counsel website at: *https://uscode.house.gov*.

Resource Directory

Office of Minnesota Attorney General Keith Ellison
445 Minnesota Street, Suite 1400, St. Paul, MN 55101
Twin Cities Calling Area: (651) 296-3353
Outside the Twin Cities: (800) 657-3787
Minnesota Relay Service: (800) 627-3529
www.ag.state.mn.us

2-1-1 United Way
(651) 291-0211
For calls outside Minneapolis and St. Paul:
(800) 543-7709
www.211unitedway.org/

City of St. Paul Information and Complaint Line
375 Jackson Street, Suite 220
Saint Paul, MN 55101
(651) 266-8989
www.stpaul.gov/dsi

HOME Line
8011 34th Avenue South, Suite 126
Bloomington, MN 55425
(612) 728-5767
(866) 866-3546 (Greater Minnesota)
www.homelinemn.org
(Serves entire state of Minnesota)

Minnesota Family Farm Law Project
12 Civic Center Plaza, Suite 3000
Mankato, MN 56001
888-575-2954
www.smrls.org

Legal Services State Support
970 Raymond Avenue, Suite G40
St. Paul, MN 55114
(651) 228-9105
statesupport@mnlegalservices.org
www.mnlegalservices.org

Legal Services Advocacy Project
2324 University Ave. W., Suite 101
St. Paul, MN 55114
(651) 222-3749
Disability Line (800) 292-4150
www.lawhelpmn.org

Legal Assistance of Olmsted County
1700 N. Broadway, Suite 124
Rochester, MN 55906
(507) 287-2036
info@laocmn.org
www.laocmn.org

Community Stabilization Project
501 N. Dale Street, Suite 203 St. Paul, MN 55103
(651) 225-8778
csp501dale@gmail.com
csp501dale.wixsite.com/communitystabproject

American Indian Family Center
579 Wells Street St. Paul, MN 55130
(651) 793-3803

Legal Aid Services

Legal Aid Services provide legal assistance to financially disadvantaged persons. Each Legal Aid office has criteria to determine when a person qualifies for legal assistance at little to no cost. Some Legal Aid offices provide assistance only within certain areas of the state or to certain groups of individuals—see specific listings for more information.

Southern Minnesota Regional Legal Services

(888) 575-2954

www.smrls.org

Administrative Office
800 Alliance Bank Center
55 East 5th Street, St. Paul, MN 55101
(651) 228-9823|
smrls.administration@smrls.org

Albert Lea Office
146 College Street West Albert Lea, MN 56007
(507) 377-2831
albertlea@smrls.org

Mankato Office
12 Civic Center Plaza, Suite 3000
Mankato, MN 56001
(507) 387-5588

Rochester Office
903 West Center Street, Suite 230
Rochester, MN 55902
(507) 292-0080
rochester@smrls.org

Saint Paul Central Office
400 Alliance Bank Center
55 East 5th Street
St. Paul, MN 55101
(651) 222-5863
central@smrls.org

Winona Office
66 East Third Street, Suite 204
Winona, MN 55987-3478
(507) 454-6660 (voice or TTY)
winona@smlrs.org

Worthington Office
1567 North McMillan Street, Suite 6
Worthington, MN 56187
(507) 372-7368
worthington@smrls.org

Mid-Minnesota Legal Aid Offices

www.mylegalaid.org

Minneapolis Office
111 North 5th Street, Suite 100
Minneapolis, MN 55403
(612) 332-1141
(612) 332-4668 (TTY)

St. Cloud Office
110 Sixth Avenue South, Suite 200
St. Cloud, MN 56301
(320) 253-0121
(888) 360-2889
Disability Line (800) 292-4150

Willmar Office
415 Seventh Street SW
P.O. Box 1866 Willmar, MN 56201
(320) 235-9600
(888) 360-3666
Disability Line (800) 292-4150

Legal Aid Service of Northeastern Minnesota

302 Ordean Building
424 West Superior Street
Duluth MN 55802
(800) 933 1112
info@lasnem.org
www.lasnem.org

Service area includes: Aitkin, Carlton, Cass, Cook, Crow Wing, Itasca, Kanabec, Koochiching, Lake, Pine, and St. Louis counties

Duluth Office
306 W. Superior Street
403 Alworth Building
Duluth, MN 55802
(218) 722-5625
Disability Line (800) 292-4150

Brainerd Office
P.O. Box 804
324 South Fifth Street, Suite A
Brainerd, MN 56401
(218) 829-1701 or (800) 933-1112

Grand Rapids Office
350 NW 1st Avenue, Suite F
Grand Rapids, MN 55744
(218) 322-6020 or (800) 933-1112

Pine City Office
1015 Hillside Avenue SW, Suite 4
Pine City, MN 55063
(320) 629-7166 or (800) 933-1112

Virginia Office
Olcott Plaza, Suite 200
820 North Ninth Street
Virginia, MN 55792
(218) 749-3270 or (800) 933-1112

Legal Services of Northwest Minnesota

www.lsnmlaw.org

All three offices serve the following counties: Becker, Beltrami, Clay, Clearwater, Douglas, Grant, Hubbard, Kittson, Lake of the Woods, Mahnomen, Marshall, Norman, Otter Tail, Pennington, Polk, Pope, Red Lake, Roseau, Stevens, Traverse, Wadena and Wilkin.

Alexandria Office
426 Broadway Street
Alexandria, MN 56308
(320) 762-0663 or (800) 450-8585

Bemidji Office
215 Fourth Street NW
Bemidji, MN 56619
(218) 751-9201 or (800) 450-8585

Moorhead Office
Administrative Offices
1015 Seventh Avenue North
Moorhead, MN 56560
(218) 233-8585 or (800) 450-8585

Anishinabe Legal Services

www.alslegal.org

To ensure equal access to high quality legal assistance for historically under-served people living on or near the Leech Lake, Red Lake, and White Earth Tribal Lands and to protect legal rights and Tribal Sovereignty.

Cass Lake (Central) Office
P.O. Box 157
411 First Street NW
Cass Lake, MN 56633
(218) 335-2223 or (800) 422-1335

Red Lake Office
Red Lake Agency, Room 18
Highway 1 West
Red Lake, MN 56671
(218) 335-2223, ext. 113

White Earth Office
White Earth Judicial Complex
35500 Eagle View Road
White Earth, MN 56591
(218) 335-2223, ext. 114

Minnesota Association of Community Mediation Programs

The Minnesota Association of Community Mediation Programs consists of several centers which provide trained volunteer mediators to help resolve disputes peacefully and cooperatively. These centers cannot provide legal advice. The costs and fees vary:

Conflict Resolution Center
2101 Hennepin Avenue South, Suite 100
Minneapolis, MN 55405
(612) 822-9883
mediation@crcminnesota.org
www.crcminnesota.org

Community Mediation & Restorative Services, Inc.
9220 Bass Lake Road, Suite 270
New Hope, MN 55428
(763) 561-0033
Español (612) 629-6058
staff@cmrsmn.org
www.cmrsmn.org

Dispute Resolution Center
844 Selby Avenue
St. Paul, MN 55104
(651) 292-7791
www.disputeresolutioncenter.org
Serves Ramsey county

Mediation and Restorative Services
1201 89th Avenue NE, Suite 380
Blaine, MN 55434
(763) 422-8878
info@mediationservice.org
www.mediationservice.org

Mediation & Conflict Solutions
1700 North Broadway, Suite 124
P. O. Box 6541
Rochester, MN 55903-6541
(507) 285-8400
www.mediationandconflictsolutions.org

Restorative and Mediation Practices
1651 Jefferson Parkway
Northfield, MN 55057
(763) 561-0033
www.rmap-mn.org

Refugee, Immigrant, and Migrant Services

St. Paul Office
450 North Syndicate Street, Suite 285
St. Paul, MN 55104
(651) 291-2837
immigration@smrls.org
www.smrls.org

Rochester Office
903 West Center Street, Suite 230
Rochester, MN 55902
(507) 292-0080
citizenship.rochester@smrls.org
www.smrls.org

Judicare of Anoka County

Judicare of Anoka County, Inc. is a non-profit corporation that provides free legal representation in non-criminal matters to low-income residents of Anoka County

Judicare of Anoka County
1201 89th Avenue Northeast, Suite 310
Blaine, MN 55434
(763) 783-4970
www.anokajudicare.org

Consumer Questions or Complaints

The Minnesota Attorney General's Office answers questions regarding numerous consumer issues. The Attorney General's Office also provides assistance in resolving disputes between Minnesota consumers and businesses and uses information from consumers to enforce the state's civil laws. We welcome your calls!

If you have a consumer complaint, you may contact the Attorney General's Office in writing:

Minnesota Attorney General's Office
445 Minnesota Street, Suite 1400
St. Paul, MN 55101

You can also receive direct assistance from a consumer specialist by calling:

(651) 296-3353 (Twin Cities Calling Area)
(800) 657-3787 (Outside the Twin Cities)
(800) 627-3529 (Minnesota Relay)

Additional Publications

Additional consumer publications are available from the Minnesota Attorney General's Office. Contact us to receive copies or preview the publications on our website at *www.ag.state.mn.us*.

- Car Handbook*
- Conciliation Court*
- Credit Handbook
- Guarding Your Privacy: Tips to Prevent Identity Theft
- Home Building and Remodeling
- Home Buyer's Handbook
- Home Seller's Handbook
- Landlords and Tenants: Rights and Responsibilities*
- Managing Your Health Care
- Manufactured Home Parks*
- Minnesota's Car Laws
- Phone Handbook
- Probate and Planning: A Guide to Planning for the Future
- Seniors' Legal Rights
- Student Loan Handbook
- Veterans and Service Members

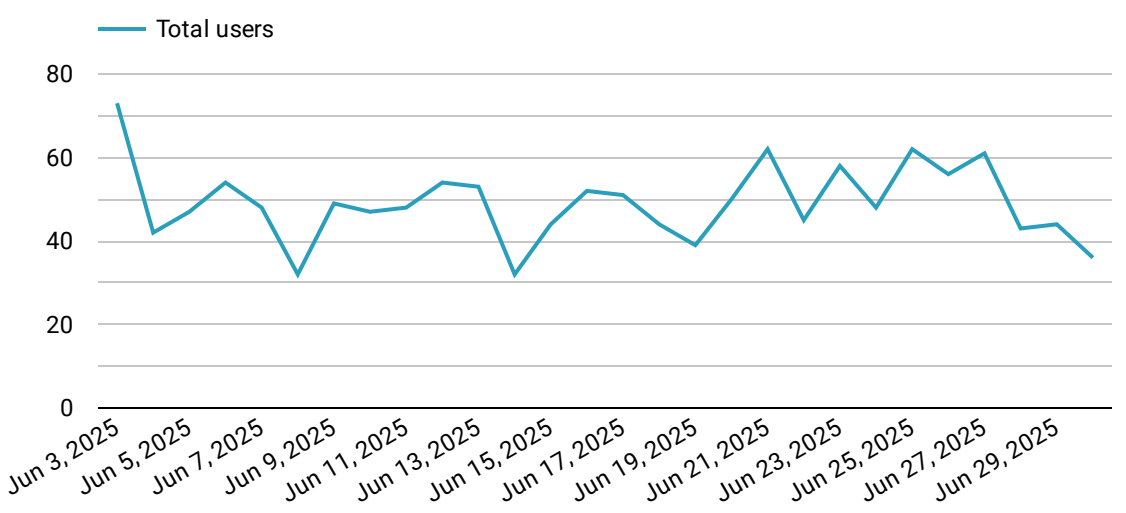
**Available in Spanish*

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(800) 627-3529 (Minnesota Relay)
www.ag.state.mn.us

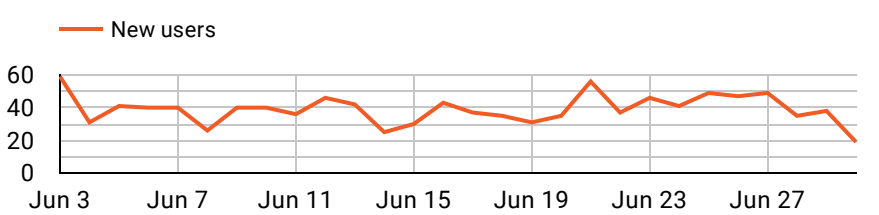
City of Blackduck Analytics Report

Country | Region | Device category | Session campaign | Jun 1, 2025 - Jun 30, 2025



	First user source	Total users ▼	New users
1.	google	777	716
2.	(direct)	274	265
3.	bing	55	52
4.	yahoo	19	15

1 - 20 / 20



Total users
1,181



New users
1,094



Sessions per user
1.3



Sessions
1,547



Views
2,257



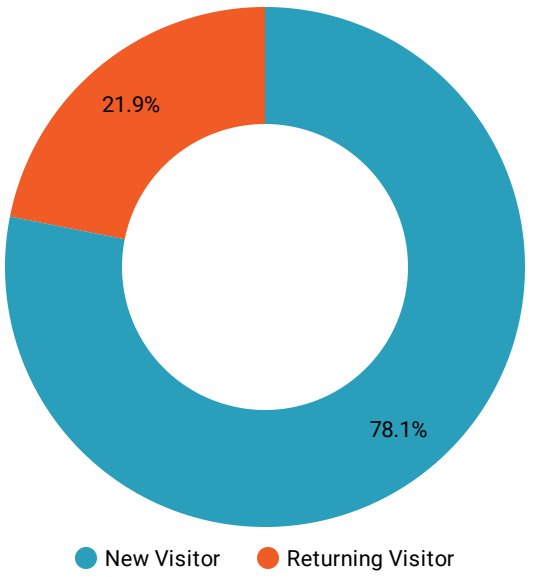
Events per session
4.8

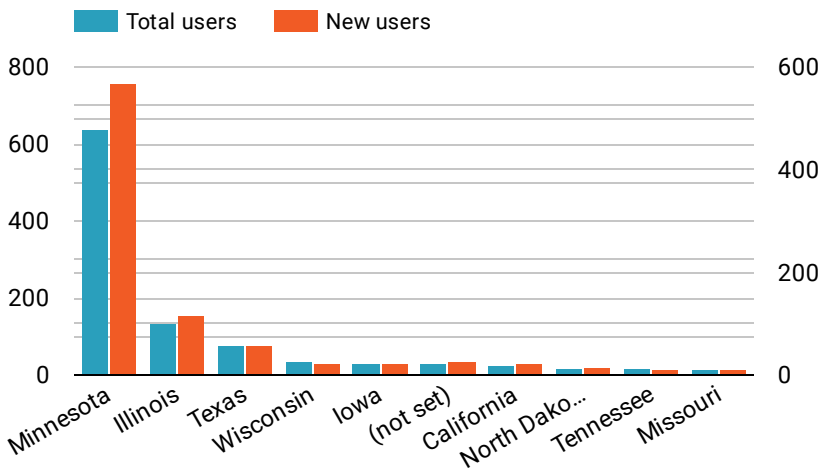


Engaged sessions
893.0



Engagement rate
57.7%







Total users
1 • 1,132

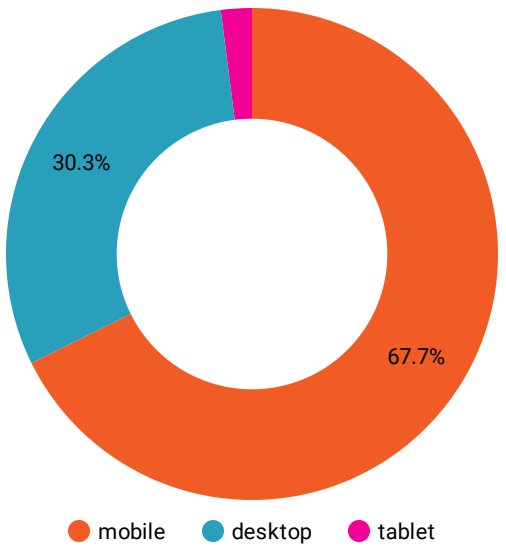
Country ID
US CA KR DE (not set) IN IE BR
PH AU BD ID IT NL NG PK

	Region	Total users ▼	New use…
1.	Minnesota	640	569
2.	Illinois	135	115
3.	Texas	80	60
4.	Wisconsin	37	23
5.	Iowa	30	23
6.	(not set)	29	29
7.	California	25	24
8.	North Dakota	18	17

1 - 67 / 67

	Country	Total users ▼	New users
1.	United States	1,132	1,046
2.	Canada	10	10
3.	South Korea	8	8
4.	Germany	6	6
5.	(not set)	3	3

1 - 22 / 22



	Device category	Total users ▼
1.	mobile	800
2.	desktop	358
3.	tablet	24

	Page path	Views ▼	Average Engagment Time
1.	/	625	00:00:18
2.	/campground/	505	00:00:36
3.	/lodging/	115	00:00:36
4.	/contact-us/	104	00:00:15
5.	/visit/	102	00:00:24
6.	/city-hall/	95	00:00:28
7.	/rentals/	85	00:00:21

1 - 28 / 28

$100.00 NO. 2025-01

Blackduck
A GREAT PLACE FOR FAMILIES

PEDDLERS LICENSE

STATE OF MINNESOTA
CITY OF BLACKDUCK
COUNTY OF BELTRAMI

Whereas, Sota Sipps Coffee has paid the sum of $100.00 dollars to the City of Blackduck, as required by the ordinances of said City and complied with all the requirements of said Ordinances necessary for obtaining this License;

Now Therefore, by order of the Blackduck City Council, and by virtue hereof, the said Sota Sipps Coffee is hereby licensed and authorized to solicit educational resources for sale to the residents of the City of Blackduck door-to-door for the period starting July 8, 2025 - December 31, 2025, subject to all conditions and provisions of said Ordinances.

Given under my hand and the corporate seal of the City of Blackduck this 7th day of July 2025

Attest _____
Administrator

Blackduck
A GREAT PLACE FOR FAMILIES

For Office Use Only
Fee $ 100 Date 6-30-25
Police Dept. Review: TA 7/3/25
Attachments: DL, MDH, BPD 10R

CITY OF BLACKDUCK
City Administrator's Office - Business Licensing
8 Summit Ave NW, PO Box 380
Blackduck, MN 56630
Phone: 218-835-4803 - Fax: 218-835-4801
www.blackduckmn.com

CITY OF BLACKDUCK
JUN 30 2025

BUSINESS LICENSE APPLICATION
Section 1130: Peddlers and Solicitors

Business is ☐ **EXEMPT** ☒ **NON EXEMPT**

Instructions to Applicant: Please complete the following information in full. Submit form along with and application fee to the City Clerk's Office, 8 Summit Ave, PO Box 380, Blackduck, MN 56630. The application fee is an administrative fee and will not be refunded in the event an application is rejected or denied. All applications, following a thorough background investigation and based on no grounds for denial, approval by the City Administrator shall take place within ten (10) regular business days of receiving completed application.

FEE: $100.00 (Valid One Calendar Year)

APPLICANT'S FULL NAME Trianna Christine Krekelberg
(DO NOT USE INITIALS) First Middle Last

APPLICANT'S DATE OF BIRTH [redacted]

Height: 5'9 Weight: 170 Hair Color: Blonde Eyes: Blue

PLEASE ATTACH AN ENLARGED COPY OF PICTURE I.D. (i.e. Driver's License)
Address does not match as I am moving and License has not been updated yet

APPLICANT'S PERMANENT ADDRESS 20800 Hines Rd NE, Hines, MN 56647

TELEPHONE: (H) _____ (C) 218 340 4030 (W) _____

BUSINESS NAME: Soka Sips Coffee

SALES/SOLICITATION TO TAKE PLACE: Door-to-door ☐ Fixed Location ☐

If Fixed Location, where? _____

Dates Required _____

Nature of Business & Goods to be sold (be descriptive)
Lattes, Mochas, Hot Chocolate, Cold Brew, Lotus

Supply Source of Goods or Property to be sold

Proposed Method of Delivery Coffee Trailer

Character and/or Business References (Name, Address and Phone):
Mic Stram 4110 Lexington Ave, S Apt 203, Eagan, MN, 55123

Please list last three municipalities where you have conducted business:

Municipality	Temporary Location	Dates of permit	Contact Person
MDH	Becker Freedom days		Mary Langley
MDH	Hugo Days		Celeste Knippin
MDH	Lost Acres Resort		Jamie

HAVE YOU EVER BEEN CONVICTED OF ANY CRIME, MISDEMEANOR, OR VIOLATION OF ANY MUNICIPAL ORDINANCE, OTHER THAN TRAFFIC VIOLATIONS? Yes ☐ No ☒

If yes, please list nature of offense and the punishment of penalty assessed:

(All complete applications will be subject to a background check as noted in Section 1130.03)

Vehicle Description Ford Explorer - Red 2022

Vehicle License Plate Number SLE 900

Circle One: ~~Minnesota Tax ID~~ / Federal Tax ID / Social Security number: 9238463
(Required by the Minnesota Department of Revenue)

The undersigned agrees, upon license being granted, to comply with all ordinances, rules and regulations of the City of Blackduck and all applicable State Statutes.

Date 6-25-25 **Applicant's Signature**

THE FOLLOWING MUST BE PROVIDED WITH THIS APPLICATION:

- ✓ FEE. PAYABLE TO THE CITY OF BLACKDUCK (Non-refundable)
- Enlarged Copy of Picture Identification

POST
CONSPICUOUSLY

MINNESOTA DEPARTMENT of HEALTH
625 Robert Street North, P.O. Box 64975
Environmental Health Division
St. Paul, Minnesota 55164-0975
(651) 201-4500

NOT TRANSFERABLE
AS TO PERSON
OR PLACE

Fee Paid: $290.00

813

LICENSE NO. FBL-44633-65339 FOR THE OPERATION OF:
License Categories: Base Fee - FBL, Hospitality Fee, Mobile Food Unit

LICENSE PERIOD: July 1, 2025 THRU December 31, 2025

ISSUED TO:

Triann Krekelben
7832 188th Lane NW
Anoka, Minnesota 55303

ESTABLISHMENT NAME:

Sota Sips Coffee MFU

7832 188th Ln NW
Anoka, Minnesota 55303

License Type(s): Mobile Food Unit

County: Mobile Unit

BLACKDUCK FIREMEN'S

RELIEF ASSOCIATION

BYLAWS

ARTICLE I

MEMBERSHIP

Section 1. Eligibility. Any regular active member of the Blackduck Fire Department shall be eligible to apply for membership in this association.

Section 2. Application. Written application accompanied by an application fee of $10.00 may be made at any regular or special meeting of the board of trustees, and then laid over for one month for consideration. During this time, the board of trustees shall conduct an investigation to determine if the applicant, due to some medically determinable physical or mental impairment or condition, would constitute for the association a predictable and unwarranted risk of liability for benefit at an age earlier than the minimum age specified for receipt of a service pension. If no such impairment exists, the board of trustees shall appoint the applicant to membership in the association. If the application is not approved, the application fee shall be returned to the applicant.

Section 3. Resignation. Resignation from the Blackduck Fire Department or moving from (the vicinity of) Blackduck to take up residence elsewhere, shall terminate the membership of the member so resigning, expelled or removing; provided, however, that any member who has served for at least the minimum number of years required by Article VIII of these bylaws for vesting of pension rights as an active member of the Blackduck Fire Department shall retain membership in this association, regardless of resignation, expulsion or removal, subject to payment of dues and such other regulations which from time to time imposed.

Section 4. Dues Each member shall pay to the association annual dues of _$5.00 ,payable on or before the date of the annual meeting of each year.

Section 5. Failure to pay dues. Any member of the association who fails to pay the dues within thirty days of the time when such payment was due, stands suspended from membership and forfeits all rights and benefits thereunder by such non-payment without any action by the association, or any officer thereof. Vested members who have retired shall be exempt

Section 6. Defrauding the association. . Any member who shall, in the opinion of a majority of the board of trustees, fraudulently claim benefit from, or defraud or attempt to defraud the association in any way, shall be suspended from membership by the board, and shall forfeit all further rights to benefits from the association.

Section 7. Reinstatement of a suspended member. Any suspended member can only be reinstated upon his application therefor in writing, presented at a regular or special meeting of the association, accompanied by a sum of money equal to what he would have been required to pay to the association during the period of suspension had he not been suspended, plus a reinstatement fee of $10, upon the favorable vote of 2/3 of the members present and voting at such meeting. If the application for reinstatement is rejected, the money accompanying the same shall be returned to the applicant.

ARTICLE II

BOARD OF TRUSTEES

Section 1. Composition of the Board. The board of trustees shall be composed of the following: a President, a Vice President, a Secretary, a Treasurer and two general trustees, each of whom shall be elected for a term as specified in this Article, or until his successor has been elected and qualified, at the annual meeting of the association from its members and the statutory ex officio trustees; the Chief of the Blackduck Fire Department, the Mayor and the Clerk of the City of Blackduck.

Section 2. Elections and terms. Officers and Trustees shall be elected to terms of three years at the annual meeting to be held on the last Tuesday of the month of January . If a vacancy (other than a vacancy caused by removal for cause of an officer or trustee) occurs during the term of office of any officer or general trustee, the remaining members of the board of trustees shall elect a member of the association to serve for the unexpired term of the vacated position.

Section 3. Removal of an officer or general trustee. A general trustee or officer may be removed for cause. Cause for removal shall include, but shall not be limited to, the breach of the duties as set forth in Articles II and III of these bylaws. One or more of the trustees or officers may be removed at a meeting of the membership which is called for that purpose by a 2/3 vote of those present and voting at such meeting. Notice of the meeting at which removal is to be considered shall be given to each member and shall include the purpose of that meeting. The general trustee or officer shall be furnished with a statement of the particular charges at least five days before the meeting is to be held. At the meeting, the general trustee or officer shall be given the opportunity to be fully heard as to each charge. If a general trustee or officer is removed, his replacement shall be elected at the same meeting, and such replacement shall serve out the unexpired term of the removed general trustee or officer.

Section 4. Duty of the board of trustees. It shall be the duty of the board of trustees to prepare modes and plans for the safe and profitable investment of the unappropriated funds of the association, and whenever investments are made, to investigate and pass upon the securities offered and to attend to the drawing and execution of the necessary papers. The board shall order an audit of the books and accounts of the secretary and the treasurer annually, according to law, and shall submit a written report of the condition of the association to the members at the annual meeting.

Section 5. Investment of funds. The investment of the funds of the association shall be in the exclusive control of the board of trustees, in conformance with the state statutes.

Section 6. Fiduciary Responsibility The members of the board shall act as trustees with a fiduciary obligation to the members of the association, to the City of Blackduck, and to the State of Minnesota.

ARTICLE III

DUTIES OF OFFICERS

Section 1. President. It shall be the duty of the President to attend and to preside at all meetings of the association and of the board of trustees. He shall enforce the due observance of the Articles of Incorporation and the bylaws and see that the officers properly perform the duties assigned to them. He shall sign all checks issued by the Treasurer and all other papers which require his signature. He shall be a member of all committees except the aid committee and shall exercise careful supervision over the affairs of the association. He shall receive such salary as may be fixed from time to time by the board of trustees, subject to approval of the association, and payable from the Special Fund of the association.

Section 2. Vice President. It shall be the duty of the Vice President to perform the duties of the President in his absence. In the absence of both the President and the Vice President, it shall be the duty of the association to elect a President Pro Tem, who shall perform the duties incident to the office.

Section 3. Secretary. It shall be the duty of the Secretary to keep a true and accurate record of the proceeding of all the meetings of the association and of the board of trustees. He shall keep a correct record of all amendments, alterations and additions to the Articles of Incorporation or the bylaws in a separate book from the minute books of the association. He shall cause due notice of all special meetings of the association and of the board of trustees to be given. He shall receive all moneys due the association and pay the same over to the Treasurer, taking receipt of the same, and failing to do so, he may be impeached and expelled from the association. He shall keep a roll of the membership, with the date of joining, resignation .discharge, leaves of absence ,dues and assessments paid and relief or pensions furnished. His books shall at all times be open to inspection by the board of trustees. Prior to entering upon the duties of his office, he shall give a bond in such amount and with such sureties as may be required and approved by the board if trustees, conditioned upon the faithful discharge of his trusts and the full performance of the duties of his office. Such bond will be paid for from the Special Fund of the association. He shall sign all orders for payment issued to the Treasurer, and jointly with the Treasurer prepare and file all reports and statements required by law. He shall receive such salary as may be fixed from time to time by the board of trustees, subject to the approval of the association, and payable from the Special fund of the association.

Section 4. Treasurer. It shall be the duty of the Treasurer to receive from the Secretary all funds becoming to the association and hold then subject to the order of the President and countersigned by the Secretary. He shall keep separate and distinct accounts of the Special and General funds, and shall prepare and present to the board of trustees a full and detailed statement its and liabilities of each fund at each meeting of the board trustees, and prior to the annual meeting of the association. Failing in his obligations, he may be impeached and expelled from the association. He shall deliver to his successor in office, or to any committee appointed by the board of trustees to receive the same, all moneys, books, papers and other items pertaining to his office immediately upon the expiration of his term of office. Prior to entering upon the duties of his office, he shall give a bond in such amount and with such sureties as may be required and approved by the board of trustees, conditioned upon the faithful discharge of his trust and the faithful performance of the duties of his office, to be paid for from the Special fund of the association. Jointly with the Secretary, he shall prepare and file all reports and statements required by law. He shall receive such salary as may be fixed from time to time, subject to approval of the association, and payable from the Special Fund of the association.

Section 5. Aid Committee. There shall be an Aid Committee, composed of the Vice President and two other members of the association, who may or may not be members of the board of trustees, appointed by the President. The Vice President shall be the chairman of this committee. The duty of the committee shall be to make provisions for assistance to be rendered to each sick or disabled member, and to the survivors of any deceased member.

ARTICLE IV

MEETINGS

Section 1. Annual Meeting. The annual meeting of the association for the election of officers and trustees, and other business, shall be held on the last Tuesday of January in each year

Section 2. Board of trustees. The board of trustees shall meet at least Four times a year.

Section 3. Special meetings. Special meeting of the association or the board of trustees may be called by the President, or two members of the board of trustees, and shall also be called upon written request of six or more members of the association. Members or trustees shall be notified by the Secretary of such special meetings, and the object of the meeting be contained in such notice.

Section 4. Quorums . A majority of the board of trustees then in office, and 40% of the members of the association shall constitute quorums for the transaction of business at their respective meetings. Less than a quorum may adjourn a meeting to a future time, which the Secretary shall make known to the affected members.

Section 5. Reports and resolutions. All reports and resolutions shall be submitted in writing and no report shall be accepted unless it is the report of a majority of a committee, provided, however, that a minority shall be permitted to present its views in writing.

Section 6. Rules of Order. All meeting shall be conducted according to Robert's Rules of Order, as revised.

Section 7. Order of Business.

1, Call to Order
2. Roll call
3. Reading of previous meeting minutes
4. Treasurers Report
5. Gambling Report
6. Old Business
7. Election of officers and trustees (annual meeting)
8. New Business
9. Adjournment

ARTICLE V

FUNDS

Section 1. General Fund. The funds received by this association from dues, fines, application fees, entertainments and other miscellaneous sources shall be kept in the General Fund of the association on the books of the Secretary and Treasurer, and may be disbursed for any purpose reasonable related to the welfare of the association or its members, as authorized by a majority of the members present and voting at any annual or special meeting of the members.

Section 2. Special Fund. All funds received by the association from any tax sources, and all funds or property donated or granted to the association for the benefit of this fund shall be kept in a Special Fund on the books of the Secretary and the Treasurer and shall not be disbursed for any purpose except those specifically authorized by law.

Section 3. Disbursements. No disbursements of funds of this association shall be made except by checks drawn by the Treasurer and countersigned by the President. Except when issued for salaries, pensions and other fixed charges, the exact amount if which has previously been determined and authorized by the board of trustees (or the members, in the case of the General Fund) no check shall be issued until the claim to which it relates has been approved by the board of trustees.

Section 4. Deposits. All money belonging to this association shall be deposited to the credit of the association in such banks, trust companies savings and loan associations or other depositories as the board of trustees may designate.

ARTICLE VI

APPLICATION FOR BENEFITS

Section 1. Application for relief or pension. All Applications for relief or pension benefits shall be made in writing on forms furnished by the Secretary.

Section 2. Application for disability benefits. All applications for disability benefits shall be submitted to the board of trustees at a regular or special meeting of the board. The application shall be accompanied by a certificate from the attending physician or surgeon setting forth the nature of the illness or injury, the cause and duration thereof, the length of time the applicant has been unable to perform any of the duties connected with his regular occupation and those of a firefighter, and an estimate of the time at which the applicant will be able to return to his regular occupation and to perform the duties of a firefighter.

Section 3. Application for pension. All applications for pensions shall be submitted to the board of trustees at a regular or special meeting of the board. Applications shall be verified by an oath of the applicant and shall state the age of the applicant, the period (or periods) of service in and the date of retirement from active duty in the Blackduck Fire Department, the length of time he has been a member of the association, and such other information as the board of trustees may require.

Section 4.Approval of application. No benefits or pension shall be paid until the application thereof has been approved by a majority vote of the board trustees. Decisions of the board shall be final as to the payment of such benefits or pensions. No other benefits shall be paid to or on behalf of any member who has received a service pension.

Section 5. Computation of benefits or pensions. For purposes of computing benefits or pensions payable under Articles VII and VIII, a "year of service" shall be defined as a period of 12 full months of active duty in the Blackduck Fire Department, beginning on the date when the member was hired by the City of Blackduck. If a member's period of active service has not been continuous, parts of years may be added together to compute full years.

Section 3. Deferred pension. A member of the association who shall have served in the Blackduck Fire Department for at least 20 years, but has not reached the age of 50 years may retire from said Fire Department and be placed on the deferred pension roll. When he reaches the age of 50 years, and provided that at that time he has been a member of the association for at least 10 years, upon application therefor he shall be paid the sum of his accumulative pension. During the time that a member is on the deferred pension roll he will not be eligible to receive any of the benefits provided for in Article VII.

Section 4. Interest on deferred pension. The association shall add interest to the deferred benefit amount at a rate equal to the actual time weighted total rate of return investment performance of the special fund as reported by the State Auditor's Office under section 356.219, up to five percent, compounded annually, and applied consistently for all deferred service pensioners.

Section 5. Early vested pension roll. If a member shall have served for more than 10 years, but less than 20 years, as an active firefighter in the Blackduck Fire Department, he may retire from said Fire Department and be placed on the early vested pension roll. When he reaches the age of 50 years, and provided that at that time he has been a member of the association for at least 10 years, he shall upon application therefor, be paid in the following manner:

A. For active duty of more than 10 years , but less than 11 years, 60% of the amount per yes of service which would have been earned, had the member served for 20 years or more;

B. For active duty of more than 11 years, but less than 20 years, 4% of the amount per year of service which would have been earned, had the member served the 20 years or more, shall be added to all the years of service for each additional year of service between 11 and 20 years.

C. During the time that any member is on the early vested pension roll he will not be eligible to receive any of the benefits provided for in Article VII. Pensions payable to members on the early vested pension roll shall be based on the amount payable per year of service in effect at the time of such early retirement.

D. Interest will be paid up to the fiftieth (50) birthday of the retiree. The final year of deferred pension will be prorated monthly for interest, up to the retiree`s fiftieth (50) birthday.

ARTICLE VII

SICK AND DISABILITY BENEFITS

Section 1. Totally Disabled Member. If a member of this association shall become totally and permanently disabled, to the extent that a physician or surgeon acceptable to the board of trustees shall certify that such disability will permanently prevent said member from performing his duties in the Blackduck Fire Department, the association shall pay to such member the sum of $900 for each year he served as an active member of the Blackduck Fire Department. If a member who has received such a disability pension should subsequently recover and return to active duty in the Blackduck Fire Department, any amount paid to him as a disability pension shall be deducted from his service pension.

ARTICLE VIII

DEATH BENEFITS AND PENSIONS

Section 1. Death of a member. Upon the death of any member of the association who is in good standing at the time of his death, the association shall pay to the surviving spouse, if any, and if there is no surviving spouse, to surviving child or children, if any, and if no child or children survive, to the estate of such deceased member, the sum of his pension he has accumulated for years of service in the Blackduck Fire Department.

Section 2. Pension. The association shall pay to each member who shall have served as an active firefighter in the Blackduck Fire Department for a period of 20 years or more prior to his resignation from said Fire Department, and who has reached the age of 50 years or more, and who has been a member of the association for at least 10 years, the accumulative sum of pension for each year he has served as an active member of the Blackduck Fire Department.

Appendix to the Blackduck Firemen's Relief Association

Article VIII Pension shall be based on a $900.00 annual sum 2007

08/29/2007

Secretary _____

President _____

Amendment to the Blackduck Firemen's Relief Bylaws

ARTICLE VIII

DEATH BENEFITS AND PENSION$

Section 1

It shall be amended the Supplemental Benefit to Survivors Shall be raised to 20% of the retirement up to $2,000.00.

Approved on this 25th day of March 2008

Secretary _____
Chad Bullock

President _____
James Ness

Blackduck Firemen's Relief Association

Board of trustee's meeting September 8th 2009

Members present James Ness , Don Anderson , Donald Jones
Rick Bogart , Andy Thienes and Joe Cheney

Motion by Bogart second by Jones to Amend the Bylaws to Article VIII Section 4. to Allow the Interest Rate for Deferred Members to be set by the Relief Associations Board Members.The new rate shall be 0% till our Assets return to a Fully Funded Fund.

Passed

Motion by Don Anderson seconded by Rick Bogart to Adjurn..

Pine Tree Park & Campground
Reservation Policy and Camping Regulations

Pine Tree Park offers 9 primitive camping sites, 10 sites with electric, 15 RV sites with electric and water, and 2 picnic shelters that can be reserved. Reservations can be made by contacting City Hall at (218) 835-4803. Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.; however, you are welcome to leave a voice mail message during off hours.

General Information

Reservations can be made during the regular camping season for next year. Please have ready your arrival date, name, address and phone number, length of stay, and site desired. Please have an alternative site in mind, as it is common for the site requested to already be reserved. Reservations will be taken until 12:00 p.m. on Wednesday of each week during the camping season.

Cost
In order to reserve a site, a reservation fee of $5.00 plus a deposit of the first night's stay is required. The rate for primitive sites is $22.00 per night without electric, $28.00 per night with electric, and $30.00 per night for RV sites with electric and water.

Each site is limited to 6 persons—if you have more than 6 in your party, another site is needed.

Two picnic shelters are available for your use. One is located in the RV section, and one is located in the primitive section of the park. To be assured of availability, reservations may be made in advance for $35.00.

Monthly Rates
Reservations can be made for 30-day periods at the cost of $567 for a primitive sites with electric, and $630 for RV Sites with electric and water. This payment must be made in advance.

Seasonal Rates
Reservations can be made on a seasonal basis (Memorial weekend through Labor Day weekend) at a rate of $1,530 for a primitive sites with electric, and $1,700 for RV sites. This payment must be paid in advance.

Extending Your Visit
If you wish to extend your camping stay, you must check in with Blackduck City Hall by 11 a.m. to see if your site is available for additional nights. City Hall is open Monday through Friday, 8:00 a.m. to 4:30 p.m. For changes during the weekend, contact the Campground Host.

Cancellations
The $5.00 reservation fee is non-refundable. If you cancel more than seven days in advance, your first night's camping fee will be refunded. If canceling a reservation for a picnic shelter, the reservation fee will be refunded less a $5.00 processing fee. There will be no refund if you cancel less than 7 days in advance.

Arrival Time Since the first night's camping fee has been paid in advance, your reservation will be held until check-out time of the following day. If your reservation is for more than one night and you have not occupied your site by the above time described, your reservation will be cancelled and the site will become available to another camper.

Check-out Time
Please clear your site by 2 p.m.

Confirming Reservations
Before you hang up, please verify your arrival date, site, and length of stay. If any corrections need to be made, please contact City Hall as soon as possible.

Payment
A check or money order should be made payable to the City of Blackduck or payment by Credit Card is also available by calling City Hall at 218-835-4803. Beginning June 1, 2021 there will be a 4% surcharge for payments made by credit card. Payments may be sent to Blackduck City Hall, PO Box 380, Blackduck, MN 56630, or placed in the drop box at the park entry.

Accessibility
Pine Tree Park offers one accessible site (site 19) for persons with disabilities. A person can only be guaranteed an accessible campsite if a reservation has been made for that site. We hold this campsite so that is it the last to be filled. This helps us meet unseen needs for an accessible site.

In accordance with the Americans with Disabilities Act (ADA), we continue to work toward ensuring Park accessibility to people of all abilities.

CITY OF BLACKDUCK

REQUEST TO USE CITY PROPERTY

FORM/POLICY

This form is to be used when a person or group wishes to use City-owned property

DATE OF EVENT: _____

TIME OF EVENT: _____

PROPERTY REQUESTED: _____

LOCATION: _____

DESCRIBE your event and specify any needs your are requesting:

_____

_____

_____

_____

_____

RELEASE/HOLD HARMLESS AGREEMENT

In order to participate in this event/activity, I agree to hold the City harmless and I waive any right to make claims or lawsuits against the city or anyone working on behalf of the City for any injuries or damages related to the alleged negligence of the City. This waiver does not apply to any injuries or damages that are the result of any willful, wanton, or intentional misconduct on the part of the City. My participation in this activity is voluntary and I understand the effect of this waiver on my legal rights.

Date: _____ Signature: _____

I, the undersigned, do hereby accept responsibility for compliance with the above policies and guidelines and for payment of all fees. The City of Blackduck disclaims all liability for injuries or accidents arising from the use of this property.

_____ _____

Signature Mailing Address

_____ _____

Organization Telephone number(s)

Copy: ___ Public Works Supervisor

___ Police Department

NEWS RELEASE

FOR IMMEDIATE RELEASE: July 7, 2025
CONTACT: Bruce Hasbargen, County Engineer
2491 Adams Ave NW
Bemidji MN 56601
Office (218)333-8173
bruce.hasbargen@co.beltrami.mn.us

Road Construction - Chip Sealing

Tenstrike Area Road Construction

CSAH 29, CSAH 43, and Main St E

Grading, Aggregate Base, Bituminous Surfacing

Begins July 7, 2025

Work will begin on Monday, July 7, 2025, on the reconstruction of CSAH 29 -Dudrey St NE from TH 71 to CSAH 43, CSAH 43 - 3rd Ave N from Main St E to TH 71, and Main St E from CSAH 43 to CR 307. The project will continue until mid-September of 2025. The project area will be closed to through traffic. Drivers will be required to find an alternative route.

Beltrami County Highway Department urges motorists to use caution when traveling in and around all work zones.

For more information regarding this construction update please contact the Beltrami County Highway Department at 333-8173.

###############


BELTRAMI
county
Tenstrike Area Road Construction
CSAH 29, CSAH 43, and Main St E
Location: City of Tenstrike
Impacts: complete reconstruction - no through traffic
Construction Location
N

N E W S R E L E A S E

FOR IMMEDIATE RELEASE: July 7, 2025
CONTACT: Bruce Hasbargen, County Engineer
2491 Adams Ave NW
Bemidji MN 56601
Office (218)333-8173
bruce.hasbargen@co.beltrami.mn.us

Road Construction - Chip Sealing

Chip seal operations will begin Monday July 7th, 2025, on various routes within the county. Chip Sealing operations include application of a liquid emulsion to the road, covering it with small rock, rolling the rock into the oil with heavy rollers, and applying a final liquid emulsion to prolong the life of the road. During construction drivers may encounter wet oil and loose rock. Please avoid driving into wet oil and wait for the pilot cars that will be operating in the construction zone. Please use caution and reduce vehicle speed to help prevent vehicle damage as loose rock may be present.

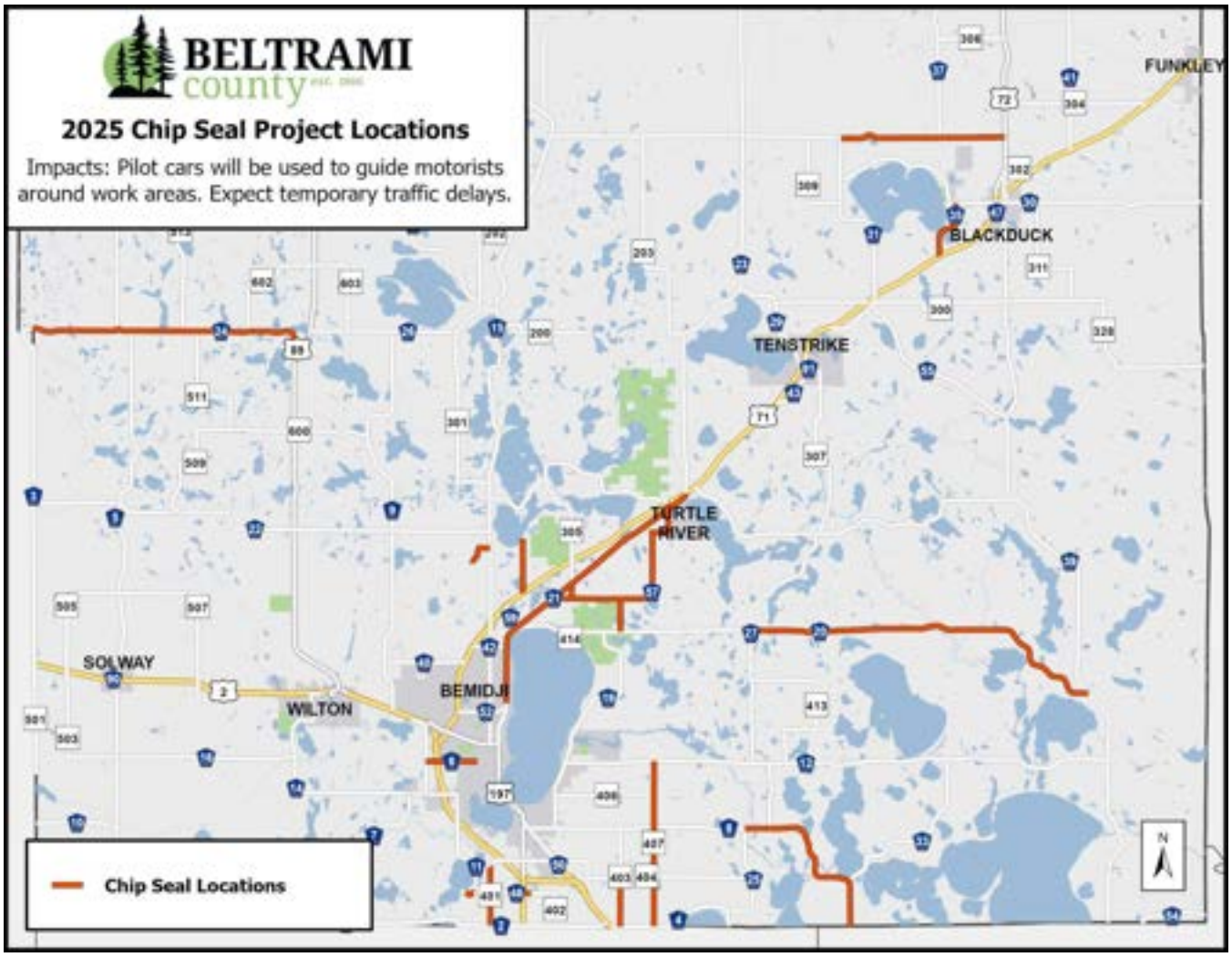
Roads to be seal coated:

CSAH 6 from CSAH 11 to Norton Ave
CSAH 8 from CSAH 25 to the South County line
CSAH 20 from CSAH 27 to CSAH 39
CSAH 21 from Annebell St to TH 71
CSAH 24 from West County line to TH 89
CSAH 32 from CSAH 31 to TH 72
CSAH 35 from TH 71 to CSAH 30
CSAH 57 from CSAH 21 to TH 71
CSAH 57 from CSAH 20 to Sumac Rd
CR 305 from CSAH 57 to CSAH 21
CR 401 from South County line to CSAH 11
CR 402 from College Entrance to CSAH 46
CR 402 from TH 71 to 0.2 miles East
CR 403 from CSAH 4 to CR 404
CR 407 from CSAH 4 to CSAH 12
East Movil Lake Rd NE from TH 71 to 1.75 miles North
South Movil Lake Rd NW from CSAH 15 to Tavistock Rd NW
Tavistock Rd NW from South Movil Lake Rd NW to Whiting Rd NW

Beltrami County Highway Department urges motorists to use caution when traveling in and around all work zones.

For more information regarding this construction update please contact the Beltrami County Highway Department at 333-8173.

##########


BELTRAMI
county
2025 Chip Seal Project Locations
Impacts: Pilot cars will be used to guide motorists around work areas. Expect temporary traffic delays.
FUNKLEY
BLACKDUCK
TENSTRIKE
TURTLE RIVER
BEMIDJI
WILTON
SOLWAY
Chip Seal Locations
N

Quote

06/23/2025

Project:
The Pond pizza prep

From:
Reinhart Food Service - TWC
Ryan Vroman
13400 Commerce Blvd.
Rogers, MN 55374-8917
(651) 302-5111

Please contact me at 651-302-5111 to review this quote. Terms are 1/3 down, 1/3 at delivery and remaining balance on regular terms.

Item	Qty	Description	Sell	Sell Total
1	1 ea	**PIZZA PREPARATION REFRIGERATOR**	$5,649.00	$5,649.00
		Everest Refrigeration Model No. EPPR2-D2 Drawered Pizza Prep Table, two-section, 71"W, 23.0 cu. ft. capacity, self-contained side mounted refrigeration, stainless steel top with opening for (9) 1/3 size pans, (1) 1/2" thick insulated top lid, (1) solid hinged door, (2) heavy duty stainless steel drawers, 19-1/4" removable cutting board, (2) epoxy coated wire shelves, digital controls with LED display, auto defrost, stainless steel interior, stainless steel front, top & sides, galvanized steel bottom & rear, (2) leg stabilizers, (4) 5" swivel casters (2 locking), R290 Hydrocarbon refrigerant, 1/3 HP, 115v/60/1-ph, 2.5 amps, cord, NEMA 5-15P, NSF, cETLus, ETL-Sanitation (drawer pans not included)		
	1 ea	Parts and labor: 3 years from ship date		
	1 ea	Electrical components: 5 years from ship date		
	1 ea	Compressor: 10 years from ship date		
	1 ea	CASA5-01 5" Overall Height Casters Set of 4, (front 2 locking), standard		
			ITEM TOTAL:	**$5,649.00**

Item	Qty	Description	Sell	Sell Total
2	1 ea	**PIZZA PREPARATION REFRIGERATOR**	$5,949.00	$5,949.00



Everest Refrigeration Model No. EPPR2-D4
Drawered Pizza Prep Table, two-section, 71"W, 23.0 cu. ft. capacity, self-contained side mounted refrigeration, stainless steel top with opening for (9) 1/3 size pans, (1) 1/2" thick insulated top lid, (4) heavy duty stainless steel drawers, 19-1/4" removable cutting board, digital controls with LED display, auto defrost, stainless steel interior, stainless steel front, top & sides, galvanized steel bottom & rear, (2) leg stabilizers, (4) 5" swivel casters (2 locking), R290 Hydrocarbon refrigerant, 1/3 HP, 115v/60/1-ph, 2.5 amps, cord, NEMA 5-15P, NSF, cETLus, ETL-Sanitation (drawer pans not included)

1 ea Parts and labor: 3 years from ship date

1 ea Electrical components: 5 years from ship date

1 ea Compressor: 10 years from ship date

1 ea CASA5-01 5" Overall Height Casters Set of 4, (front 2 locking), standard

ITEM TOTAL: $5,949.00

Merchandise	$11,598.00
Tax 7%	$811.86
Total	$12,409.86

Freight and installation is **not** included in this quote unless noted as a line item on the quote. The tax rate listed on this quote is a general number and may not be accurate for your specific city. All products are backed by the manufacture warranty. This quote is valid for five days. A 25% restock fee may apply to any return. Any item that is out of the original container or has been used can not be returned. Check with your utility provider as they may offer energy rebates on your new equipment

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: $12,409.86

DRAWERED PIZZA PREP. TABLE
SIDE MOUNTED CONDENSING UNIT

EPPR2-D2 EPP Series

3 YEARS PARTS & LABOR
5 YEARS ELECTRICAL
10 YEARS COMPRESSOR
WARRANTY



Refrigeration System
· Side mounted, self-contained and fully detachable Blizzard R290 condensing unit uses environmentally friendly, EPA-compliant R290 refrigerant with zero (0) Ozone Depletion Potential (ODP) and three (3) Global Warming Potential (GWP). Blizzard R290 is easily replaceable and requires no on-site brazing.
· Electronically commutated (ECM) fan motors achieve rapid cooling with less energy consumption.
· Full-length air duct ensures optimal cold air circulation.
· Time-initiated and temperature-terminated auto defrost cycle for seamless operation.
· Large capacity, corrosion-resistant condenser and evaporator coils.
· Self-maintaining, energy-efficient condensate drain pan requires no external drains or electric heaters.
· High performance, auto-reverse condenser fan motor supports compressor ventilation and condenser coil cleaning.
· Pressure relief devices allow rapid cabinet re-entry.
· Pre-wired and ready to plug, 115V/60Hz/1Ph, NEMA 5-15P.

Cabinet Construction
· Heavy duty stainless steel interior / exterior with rounded corners for a hazard-free workspace.
· Open spaced interior with no walls between cabinet compartments.
· Vented stainless steel panel between top pan area and cabinet catches food debris.
· 16 gauge, high quality stainless steel worktop, lid and hood.
· Galvanized steel bottom and rear.
· 2.5" thick high density polyurethane insulation.
· Four 5" swivel casters with locks on front set. Leg stabilizers standard.

Doors
· Heavy-duty stainless steel interior / exterior.
· 2.5" thick high-density polyurethane insulation.
· Snap-in magnetic gaskets for ease of cleaning.
· High strength, recessed handles
· Thick gauge, stainless steel drawer frames with low-friction ball bearings.
· Drawer pans not included. See table for drawer pan capacity.

Preparation Area
· NSF certified polycarbonate 6" deep pans (see table for size and quantity).
· 1/2" thick, foam insulated lid keeps top pan area cold and prevents moisture build-up.
· 19 1/4" deep cutting board is removable for ease of cleaning.

Shelving
· Epoxy coated, steel wire shelves for applicable models (see table for quantity).
· Height adjustable stainless steel clips.

Temperature Control
· Multi-function digital controller with easy to read LED display.
· Factory preset temperature, 35°F. Temperature setting range from 33°F to 54°F.
· Audible overheat protection alarm for compressor and condenser coil.

Options
· NSF certified stainless steel double overshelf.
· Additional shelving.
· 3" swivel casters with locks.
· 3.5" – 6" height-adjustable and interchangeable legs.

Type	Doors	Capacity Cu. Ft.	# of Pans (Top)	# of Pans (Drawer)	Shelves	Refrigerant	HP	Power V-Hz-Ph	Amps	Crated Weight	Exterior Dimensions		
											L	D	H*
REF	1(D) 2(DR)	23	1/3x9	1x4*	2	R-290	1/3	115-60-1	2.5	492 lbs	71"	36.5"	36.25"

(†)Based on evaporating temperature of 23°F (-5°C) & condensing temperature of 131°F (55°C). (⚑) Product capacity is calculated based on standard industry figures. (✲) Reference plan view for clarification on caster/unit height. If dimensions and capacity are critical, please contact Everest Refrigeration. Blizzard R290 replacement is at the sole discretion of Everest Refrigeration. Specifications subject to change without notice.

DRAWERED PIZZA PREP. TABLE
SIDE MOUNTED CONDENSING UNIT

EPPR2-D2 EPP Series

DIMENSIONAL DATA

External Dims.	L	71 in.
	D	36.5 in.
	H*	36.25 in.
Crated Weight		492 lbs.
Doors/Drawers/Lids		1(D) 2(DR)
Max Weight Support		-

STORAGE DATA

Net Capacity Cu. Ft. ⚑	23
Shelves	2
Barrels	-
20 oz. Bottles	-
12 oz. Bottles	-
12 oz. Cans	-
8" Mugs	-
# of Pans (Top)	1/3x9
# of Pans (Drawer)	1x4*
Dividers	-
Trays	-

ELECTRICAL DATA

Voltage	115-60-1
Full Load Amperage	2.5A
Feed Wires w/ Ground	3
Cord Length	9ft
NEMA Plug Type	NEMA 5-15P

REFRIGERATION DATA

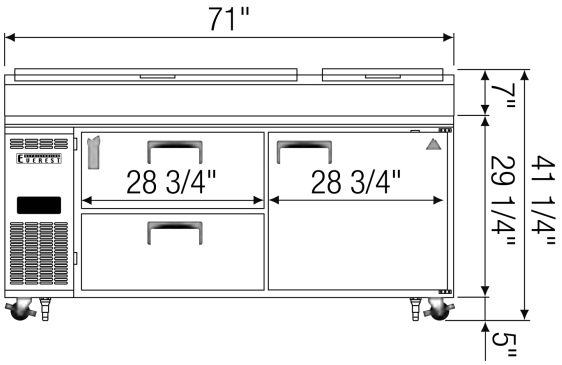
Compressor	Side
Refrigerant	R-290
Compressor HP	1/3
BTU/HR†	N/A

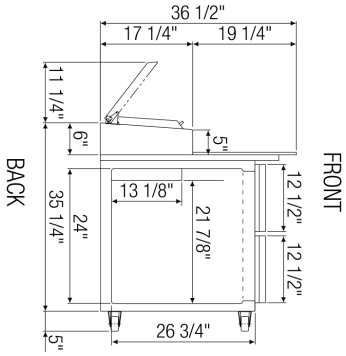
KEY

D	Door	**R**	Refrigerator
L	Lid	**REF**	Refrigerator
H	Half Door	**F**	Freezer
FD	Full Door	**FRZ**	Freezer
SD	Solid Door	**DUAL**	REF/FRZ Combo
GD	Glass Door	**DR**	Drawer

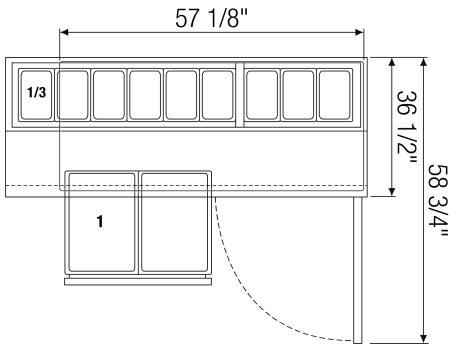
	Elevation	Right	Plan	3D	Back
KCL					

PLAN VIEW



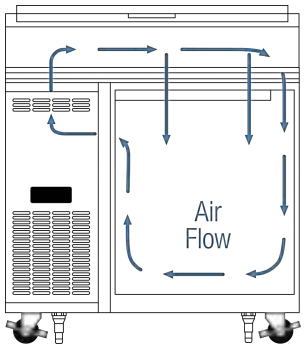


FRONT



TOP

SIDE



AIRFLOW

* Drawer pans not included

ACCESSORIES & OPTIONS

☐	Additional Shelving	- Contact Everest Refrigeration for more information.
☐	AJL03-00	- Interchangeable Leg for Caster (Optional)
☐	CASA3-01	- 3" Overall Height Caster Assembly - (2) Front (2) Rear
☐	OS28-00	- Double overshelf (69" L x 13.5" D x 46" H). Adds 31" of height to unit.

(†)Based on evaporating temperature of 23°F (-5°C) & condensing temperature of 131°F (55°C). (⚑) Product capacity is calculated based on standard industry figures. (✲) Reference plan view for clarification on caster/unit height. If dimensions and capacity are critical, please contact Everest Refrigeration. Blizzard R290 replacement is at the sole discretion of Everest Refrigeration. Specifications subject to change without notice.

DRAWERED PIZZA PREP. TABLE
SIDE MOUNTED CONDENSING UNIT

EPPR2-D4 EPP Series





Refrigeration System
· Side mounted, self-contained and fully detachable Blizzard R290 condensing unit uses environmentally friendly, EPA-compliant R290 refrigerant with zero (0) Ozone Depletion Potential (ODP) and three (3) Global Warming Potential (GWP). Blizzard R290 is easily replaceable and requires no on-site brazing.
· Electronically commutated (ECM) fan motors achieve rapid cooling with less energy consumption.
· Full-length air duct ensures optimal cold air circulation.
· Time-initiated and temperature-terminated auto defrost cycle for seamless operation.
· Large capacity, corrosion-resistant condenser and evaporator coils.
· Self-maintaining, energy-efficient condensate drain pan requires no external drains or electric heaters.
· High performance, auto-reverse condenser fan motor supports compressor ventilation and condenser coil cleaning.
· Pressure relief devices allow rapid cabinet re-entry.
· Pre-wired and ready to plug, 115V/60Hz/1Ph, NEMA 5-15P.

Cabinet Construction
· Heavy duty stainless steel interior / exterior with rounded corners for a hazard-free workspace.
· Open spaced interior with no walls between cabinet compartments.
· Vented stainless steel panel between top pan area and cabinet catches food debris.
· 16 gauge, high quality stainless steel worktop, lid and hood.
· Galvanized steel bottom and rear.
· 2.5" thick high density polyurethane insulation.
· Four 5" swivel casters with locks on front set. Leg stabilizers standard.

Doors
· Heavy-duty stainless steel interior / exterior.
· 2.5" thick high-density polyurethane insulation.
· Snap-in magnetic gaskets for ease of cleaning.
· High strength, recessed handles
· Thick gauge, stainless steel drawer frames with low-friction ball bearings.
· Drawer pans not included. See table for drawer pan capacity.

Preparation Area
· NSF certified polycarbonate 6" deep pans (see table for size and quantity).
· 1/2" thick, foam insulated lid keeps top pan area cold and prevents moisture build-up.
· 19 1/4" deep cutting board is removable for ease of cleaning.

Shelving
· Epoxy coated, steel wire shelves for applicable models (see table for quantity).
· Height adjustable stainless steel clips.

Temperature Control
· Multi-function digital controller with easy to read LED display.
· Factory preset temperature, 35ºF. Temperature setting range from 33ºF to 54ºF.
· Audible overheat protection alarm for compressor and condenser coil.

Options
· NSF certified stainless steel double overshelf.
· Additional shelving.
· 3" swivel casters with locks.
· 3.5" – 6" height-adjustable and interchangeable legs.

Type	Doors	Capacity Cu. Ft.	# of Pans (Top)	# of Pans (Drawer)	Shelves	Refrigerant	HP	Power V-Hz-Ph	Amps	Crated Weight	Exterior Dimensions		
											L	D	H*
REF	4(DR)	23	1/3x9	1x8*	-	R-290	1/3	115-60-1	2.5	494 lbs	71"	36.5"	36.25"

(†)Based on evaporating temperature of 23ºF (-5ºC) & condensing temperature of 131ºF (55ºC). (⚑) Product capacity is calculated based on standard industry figures. (※) Reference plan view for clarification on caster/unit height. If dimensions and capacity are critical, please contact Everest Refrigeration. Blizzard R290 replacement is at the sole discretion of Everest Refrigeration. Specifications subject to change without notice.

DRAWERED PIZZA PREP. TABLE
SIDE MOUNTED CONDENSING UNIT

EPPR2-D4 EPP Series

DIMENSIONAL DATA

External Dims.	L	71 in.
	D	36.5 in.
	H*	36.25 in.
Crated Weight		494 lbs.
Doors/Drawers/Lids		4(DR)
Max Weight Support		-

STORAGE DATA

Net Capacity Cu. Ft.	23
Shelves	-
Barrels	-
20 oz. Bottles	-
12 oz. Bottles	-
12 oz. Cans	-
8" Mugs	-
# of Pans (Top)	1/3x9
# of Pans (Drawer)	1x8*
Dividers	-
Trays	-

ELECTRICAL DATA

Voltage	115-60-1
Full Load Amperage	2.5A
Feed Wires w/ Ground	3
Cord Length	9ft
NEMA Plug Type	NEMA 5-15P

REFRIGERATION DATA

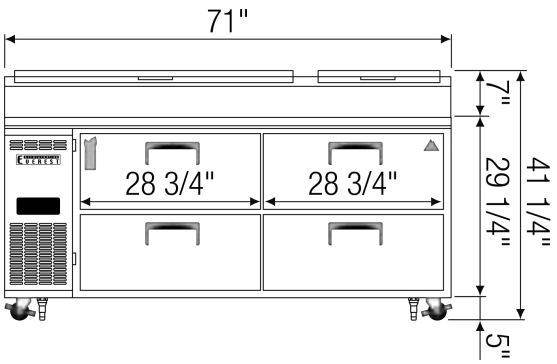
Compressor	Side
Refrigerant	R-290
Compressor HP	1/3
BTU/HR†	N/A

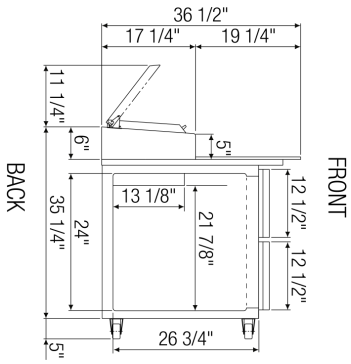
KEY

D	Door	**R**	Refrigerator
L	Lid	**REF**	Refrigerator
H	Half Door	**F**	Freezer
FD	Full Door	**FRZ**	Freezer
SD	Solid Door	**DUAL**	REF/FRZ Combo
GD	Glass Door	**DR**	Drawer

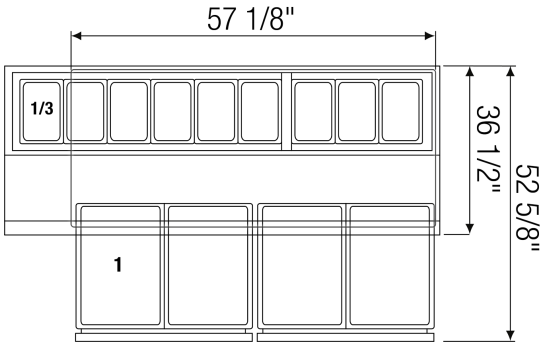
	Elevation	Right	Plan	3D	Back
KCL					

PLAN VIEW





FRONT



SIDE

TOP

* Drawer pans not included

ACCESSORIES & OPTIONS

☐ AJL03-00	- Interchangeable Leg for Caster (Optional)
☐ CASA3-01	- 3" Overall Height Caster Assembly - (2) Front (2) Rear
☐ OS28-00	- Double overshelf (69" L x 13.5" D x 46" H). Adds 31" of height to unit.

(†)Based on evaporating temperature of 23ºF (-5ºC) & condensing temperature of 131ºF (55ºC). (⚑) Product capacity is calculated based on standard industry figures. (✲) Reference plan view for clarification on caster/unit height. If dimensions and capacity are critical, please contact Everest Refrigeration. Blizzard R290 replacement is at the sole discretion of Everest Refrigeration. Specifications subject to change without notice.

US. FOODS | CULINARY EQUIPMENT & SUPPLIES

Quote

07/07/2025

Project:
POND, THE
BLACKDUCK, MN 56630

Job Reference Number: 29342282

From:
US Foods - GFG Grand Forks
Bobbi Jo Hahn
4601 32nd Ave. S
Grand Forks, ND 58201-3302

Consultant: US Foods Culinary Equipment & Supplies (Laura Duch)

*****CUSTOMER QUOTE*****

Item	Qty	Description	Sell	Sell Total
2	1 ea	**SANDWICH / SALAD PREPARATION REFRIGERATOR** Everest Refrigeration Model No. EPBNR3-D2 Drawered Sandwich Prep Table, two-section, 71-1/8"W, 19.0 cu. ft. capacity, self-contained rear mounted refrigeration, stainless steel top with opening for (18) 1/6 size pans, (1) 1/2" thick insulated top lid, (1) solid hinged self-closing door, (2) heavy duty stainless steel drawers, (1) epoxy coated wire shelf, height adjustable clips, 12-1/4" removable cutting board, digital controls with LED display, auto defrost, front air breathing, stainless steel interior, stainless steel front, top & sides, galvanized steel bottom & rear, (4) 5" swivel casters (2 locking), R290 Hydrocarbon refrigerant, 1/3 HP, 115v/60/1-ph, 3.0 amps, cord, NEMA 5-15P, NSF, cETLus, ETL-Sanitation (drawer pans not included)	$5,768.73	$5,768.73
	1 ea	Parts and labor: 3 years from ship date		
	1 ea	Electrical components: 5 years from ship date		
	1 ea	Compressor: 10 years from ship date		
	1 ea	CASA5-01 5" Overall Height Casters Set of 4, (front 2 locking), standard		
		Weight: 473 lbs total		
			ITEM TOTAL:	**$5,768.73**



Merchandise	$5,768.73
Shipping & Handling	$406.03
Total	$6,174.76

Prices Good Until: 08/06/2025

***Return of special order items are subject to the policies of the vendor and the items may not be returnable ***

* ADDITIONAL TERMS

1. By signing below before the expiration date, customer orders and agrees to pay for the product(s) identified above in accordance with the terms of this quote.
2. Final pricing may change due to increases in vendor pricing, including but not limited to surcharges, freight, or fees, between the time of initial quote and when the order is shipped. Customer will be advised of any such changes in pricing, in which event customer may cancel the order by notifying US Foods in writing within three business days, otherwise the price change is deemed accepted by customer.
3. Sales taxes may be charged and are not included above unless noted.
4. Any changes by customer before or at time of ordering will negate this quote (including freight). Changes include but are not limited to quantities and omission/addition of an item.
5. Prices quoted are per manufacturer's standard spec and do not include any optional accessories unless specified.
6. **Order/Quote may be subject to credit approval and may require deposit.**
7. Shipping & handling, lift gate, installation, delivery, or "set in place" may be charged and are not included above unless noted.
8. If you are not ordering lift gate/white glove delivery, please have a plan in place to remove the equipment from the truck.
9. Please have a plan for storage if items need to be held for installation.
10. Any changes to delivery time and location may impact additional shipping and storage fees.
11. **Return of special order items are subject to the policies of the vendor and the items may not be returnable**
12. Images may not accurately represent items being quoted.

THANK YOU FOR YOUR ORDER!

* RECEIVING YOUR EQUIPMENT AND SUPPLIES DELIVERY

Congratulations on the purchase of your new equipment!

Thank you for choosing US Foods Culinary Equipment and Supplies as your E&S source.

To promote a smooth delivery process, please ensure that these easy steps are shared with the appropriate personnel who will be receiving your delivery.

BEFORE signing the Freight Bill:

Confirm the pieces received match the Freight Bill and note any discrepancies on the freight bill such as shortages/overages.

Check for any visible product, packaging, or pallet damage and notate on the freight bill. Look for:

Crushed corners

Puncture holes

Broken pallets

If possible, open the carton(s) to check that the product is in good condition.

If you find even slight damage to the packaging and/or pallet, note "DAMAGED SHIPMENT" on the freight bill and have the driver acknowledge the damage by signing all copies.

Call US Foods CES Customer Support immediately - 1-888-909-2080.

AFTER signing the Freight Bill:

Un-crate as soon as possible to check for concealed damage.
Packaging must be free of any visible damage and must be saved for inspection purposes.
Product should not be moved to a different location.
Report the concealed damage immediately but no later than 5 days from delivery by calling US Foods CES Customer Support – 1-888-909-2080.
Note – It is good practice to take clear pictures of any damage, including packaging/pallet, as the carrier and manufacturer will request them.
Thank you again for your business,

US FOODS | CULINARY EQUIPMENT & SUPPLIES

Acceptance: _____ Date: _____

Printed Name: _____

CITY OF BLACKDUCK
RESOLUTION NO: 2025-09

RESOLUTION ACKNOWLEDGING DONATION FROM BLACKDUCK FIRE RELIEF ASSOCIATION

WHEREAS, The City of Blackduck is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes §412.21 and §465.03 for the benefit of its citizens and;

WHEREAS, the City of Blackduck has received a donation of $20,000 from the Blackduck Fire Relief Association; and

WHEREAS, the City of Blackduck host a Fire Department Special Equipment Fund;

NOW THEREFORE BE IT RESOLVED, by the City Council of Blackduck, Minnesota, that the City Council of the City of Blackduck acknowledges and accepts the donation from Blackduck Fire Relief Association for the purpose of depositing in the Fire Department Special Equipment Fund for future capital expenditures; and

BE IT FURTHER RESOLVED THAT, the City Council of the City of Blackduck expresses its thanks and appreciation to Blackduck Fire Relief Association for their continued financial support.

Adopted this 7th day of July, 2025 by the City Council of the City of Blackduck

ATTEST:

_____ _____

Maxwell Gullette, Mayor Christina Regas, City Administrator

CITY OF BLACKDUCK
RESOLUTION NO: 2025-10

RESOLUTION AUTHORIZING PERA CONTRIBUTIONS FOR QUALIFYING PART-TIME POLICE OFFICERS RICHARDS FOR THE CITY OF BLACKDUCK

WHEREAS, Minnesota Statutes 353.64, Subdivision 2, permits the governing body of a governmental subdivision to declare that a position is that of a police officer and that the person who holds said position on a part-time basis is to be covered by the Police and Fire retirement plan if the following employment duties and qualification requirements are met.

1. The position requires a license by the Minnesota peace officer standards and training board and the employee is so licensed;
2. The primary (over 50%) duty of the position is to enforce the general criminal laws of the state;
3. The position charges the employee with the prevention and detection of crime;
4. The position gives this employee the full power of arrest, and
5. The position is assigned to a designated police or sheriff's department.

THEREFORE, BE IT RESOLVED that the City Council of the City of Blackduck hereby declares that the position of part-time police officer in the Blackduck Police Department held by Officer Andrew Richards satisfy all of the requirements listed above and declares its desire to provide all future employees holding said part-time law enforcement position with coverage under the Police and Fire plan; AND

BE IT FURTHER RESOLVED that this governmental unit will provide a copy of this resolution to PERA each time it provides Police and Fire membership to a person who is hired to said part-time position and will indicate the name of the employee eligible for such coverage.

STATE OF MINNESOTA
COUNTY OF BELTRAMI

I, Christina Regas, clerk of the City of Blackduck, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 7th day of July 2025; the original of which is on file in this office. I further certify that __ members voted in favor of this resolution and that __ members were present and voting.

Adopted by the City Council this 7h day of July 2025.

Maxwell Gullette, Mayor

Christina Regas, City Administrator

BELTRAMI county est. 1866

Public Works-Highway Division
2491 Adams Ave, Bemidji, MN 56601
Bruce Hasbargen, County Engineer
bruce.hasbargen@co.beltrami.mn.us
Telephone: 218-333-8173

CITY OF BLACKDUCK

DEC 16 2024

December 13, 2024

City Board

RE: City Road Maintenance Agreement

Dear City Board,

Beltrami County Highway Division has implemented a written agreement for services that are provided to cities. The agreement covers services such as summer blading and winter snowplowing, and providing materials like winter sand/salt, culverts, and traffic signs.

By signing the attached agreement, it gives you the option to utilize the services or purchase materials from the Highway Division, should you choose or need to. The city is not committed to any of the services, however without it the County cannot provide services or materials. We recently had a town that needed two 5-ton weight limit signs installed on one of their roads, there was a delay in the sign installation due to not having an agreement in place. The agreement approval process may take over a month for it to be signed and approved by the city council and county board. We strongly encourage you to consider signing the enclosed agreement, so it is in place should you chose or need service or materials from the County Highway Division.

If there are any questions, please contact us.

Sincerely,

Bruce Hasbargen
County Engineer

CITY ROAD
MAINTENANCE AGREEMENT

THIS AGREEMENT is entered into this ____ day of _____, 2024, between the City of _____, located within Beltrami County (hereinafter referred to as "the City"), and Beltrami County, a political subdivision of the State of Minnesota (hereinafter referred to as "the County").

IT IS HEREBY AGREED THAT:

I. **Basic Services:** The County shall provide the following described maintenance for City Roads. The City will indicate which roads are included in this agreement and for which services on Attachment "A". For all basic services priority will be given to County Roads before City Roads.

A. Blading of Gravel Roads:

1. The County will maintain the proper crowned driving surface using a motor grader.

   The optimum frequency will be blading twice per month. However, the frequency will be dependent on road and weather conditions. Blading is most effective when adequate moisture is present in the gravel surface. Blading of dry material degrades the aggregates, causes loss of binder, and leaves a loose surface which reduces the life of the gravel road. Additional blading may be done in the spring and fall to help maintain the road surface.

2. The County will maintain the shoulder area that slopes directly away from the edge of the driving surface. Periodic shoulder gravel reclamation may be performed to reduce high shoulders.

3. The City will furnish a gravel road with a properly crowned driving surface, adequate gravel, a shoulder area that slopes away from the edge of the driving surface, and a ditch. If not provided the County reserves the right to discontinue blading services.

4. The City will furnish roads with adequate clearance for equipment and turn-around location. If not provided the County reserves the right to discontinue blading service.

5. The City will be responsible for all ditch and culvert maintenance, road repairs, graveling, frost boil repairs and all items not specifically described in items 1 & 2 above.

B. Snow Removal from Gravel and Bituminous Surfaced Roads:

1. The decision to plow, salt/sand, or scrape will be made by the County. The decision will be based on the Beltrami County Snow and Ice Control Policy and the following guidelines.

2. It is the goal of the County to serve the majority of the public in the most efficient way possible. Roads with higher traffic volumes will typically receive higher priority during snow and ice removal events.

3. On Saturdays, Sundays, and Holidays roadways may receive a reduced level of service depending on resources and personnel available.

4. Gravel roads and some lower volume pavements may not receive service during every snow event.

5. The County will typically perform snow removal on bituminous surfaced roads when we receive appreciable accumulation, generally one (1) to two (2) inches of snow.

6. The County will typically perform snow removal on gravel roads when accumulation exceeds four (4) inches.

7. The County will use discretion when the weather forecast or soft road conditions dictate snow removal is not in the best interest of the road as to limit potential road damage.

8. The County will perform ice control measures when icy conditions seriously affect public travel. The County will furnish all ice control material.

9. In some circumstances the County practices may change due to weather, equipment failure, and/or personnel.

10. The City will furnish roads with adequate clearance for equipment, turn-around location, and storage for snow. If not provided the County reserves the right to discontinue snow plowing service.

II. **Additional Services:** The County may, at the request of the City, perform additional services. These services will only be provided if they fit within the County's work schedule.

A. Blading or snow removal services on minimum maintenance City Roads.

B. Steaming of culverts

C. Roadside mowing

D. Bituminous patching

III. **Engineering Services**: The County may, at the request of the City, provide engineering services for city projects. These services will only be provided if they fit within the County's work schedule

A. The County reserves the right to not provide engineering service to the City on projects that fall outside the expertise of County staff.

B. Engineering services require a minimum advanced notice of fifteen (15) months prior to the desired start of work. Projects of high complexity may require additional advanced notice.

C. Services may include full construction plans, bid proposal, cost estimate, documentation for permits (MPCA, WCA, DNR, and COE), advertising for bids, contract administration, and staffing for construction inspection.

IV. **Materials and Contracted Services:** The City shall be allowed to acquire limited materials and contracted services through the County. Larger quantities may be available directly through the County's vendor, at the vendor's discretion. In order to be included in a solicitation the City must notify the County of is intent to participate in the County contract a minimum of six (6) months in advance of the advertisement for bids. The City may purchase and participate in the following items:

A. Salt/Sand

B. Culverts

C. Sign posts

D. Cutting Edges

E. Seal Coat Contract

F. Dust Control Contract

G. Other as agreed upon in writing

V. **City Responsibilities:** The City retains final responsibility and authority for all design engineering, construction engineering, construction and maintenance for its roadways.

A. The City shall promptly inform the County of any known conditions requiring maintenance, repair, or warnings.

B. The City shall be responsible for making decisions regarding road closure due to hazardous conditions. In the event the County becomes aware of hazardous conditions that it deems serious enough to warrant immediate warnings or closure, it shall first attempt to receive approval from the City Council Chairman prior to taking action. If contact cannot be made within a reasonable period of time, the County is authorized to take protective measures. In the event that hazardous conditions require the County to install warning signs and closures, the City will be billed for the sign rental, delivery, and pick up.

C. The City shall at all times maintain liability insurance in the minimum amounts established by Minn. Stat. 466, as amended.

D. The City shall be responsible for maintaining traffic signs on all City Roads.

E. The City is responsible for taking and investigating citizen complaints regarding City Roads.

VI. Payment: For all the services provided herein, the price to be paid by the City shall not be less than the cost to the County for the use of labor, equipment, materials and contracted services. The rates will be set by the County Board annually.

A. Basic Services A. and B.

1. Will be billed at an annual per mile rate as set by the County Board.
2. The annual rate for snow removal will cover the entire winter season (November to April)

B. Additional Services

1. Will be billed at the hourly rate set by the County Board.

C. Engineering Services

1. Will be billed at the employee labor rate, including the labor benefit additive, for all time spent on the project.
2. The cost of any outside services or fees shall be billed directly to the City or the City will reimburse the County at cost, with no markup.
3. Any County owned materials used on the project will be billed at the County inventory rate plus a handling and administration fee set by the County Board.

D. Materials and Contracted Services

1. Materials will be billed at the County inventory rate plus a handling and administration fee set by the County Board.
2. Contracted Services will be billed directly to the City or the City reimburse the County at cost, with no markup.
3. Contracted Services will also be billed for all employee time spent on the project at the employee labor rate, including the labor benefit additive.

E. Basic Services will be billed annually with snowplowing services billed in October and grading services billed in May. All other services will be billed monthly.

F. Payment shall be made by the City within forty-five (45) days of receipt of billing from the County. All unpaid balances are subject to a 1.5% per month interest penalty.

VII. Indemnification: Each party shall be liable for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, employees or agents. Each party agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorneys fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason

of any act or omission of the party, its agents, servants or employees, in the execution, performance or failure to adequately perform its obligations pursuant to this Contract. Liability limits shall be accordance with the minimums specified in Minn. Stat. Ch. 466 or its successors and nothing herein shall constitute a waiver by either party of said limitations or exceptions to liability.

VIII. **Terms of Agreement**: This Agreement shall commence on the effective date above-written. Thereafter, this Agreement shall automatically renew for successive one-year periods on the same terms and conditions unless, at least ninety (90) days prior to expiration, either party provides written notice to the other of intent to terminate or amend its provisions.

_____ CITY

By:_____
City Council Chair

BELTRAMI COUNTY

By:_____
County Board Chair

A City resolution authorizing the execution of this agreement was approved by the City Council on the ___ day of _____, 2024.

_____
Attested by City Clerk

A County resolution authorizing the execution of this agreement was approved by the Board of Commissioners on the ___ day of _____, 2024.

_____
Attested by County Administrator

APPROVED AS TO FORM AND EXECUTION

_____, 2024

_____
County Attorney

BELTRAMI county

Public Works-Highway Division
2491 Adams Ave, Bemidji, MN 56601
Bruce Hasbargen, County Engineer
bruce.hasbargen@co.beltrami.mn.us
Phone: 218-333-8173

CITY OF BLACKDUCK
JUN 12 2025

June 10, 2025

City Council

Re: Amendment for Service Rate Change

Dear Council Members,

As you were informed last September, the County Highway Division will be implementing a per-mile rate structure for summer blading and winter snowplowing services. This new rate structure will take effect beginning with the 2025 winter season.

Enclosed with this letter is an amendment to the original service agreement, which outlines the updated rate structure. We kindly ask that you review, approve, and sign the amendment, and return a copy to the address listed above.

Please note that all maintenance services are provided only upon request. However, even if you do not plan to use the County's blading or snowplowing services, the amendment must still be approved and returned.

If you have any questions or require further clarification, please feel free to contact me directly.

Sincerely,

Bruce Hasbargen
County Engineer

AMENDMENT
to
TOWNSHIP ROAD MAINTENANCE AGREEMENT

THIS Amendment is entered into this ____ day of _____, 2025, between the Township of _____, located within Beltrami County (hereinafter referred to as "the Township"), and Beltrami County, a political subdivision of the State of Minnesota (hereinafter referred to as "the County").

The parties mutually agree to amend the Township Road Maintenance Agreement as follows:

Section VI. A. 1. is changed to:
Will be billed at a per mile rate as set by the County Board.

The Amendment shall take effect as follows:

The per mile rate structure will go into effect October 1, 2025, for Snow Removal from Gravel and Bituminous Surfaced Roads.
The per mile rate structure will go into effect March 1, 2026, for Blading of Gravel Roads.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this Amendment shall prevail.

This Amendment and each party's obligations shall be binding on the respective party and its representatives, assigns, and successors. Each party has signed this Amendment through its authorized representative.

Blackduck TOWNSHIP

By: _____
Township Chair

BELTRAMI COUNTY

By: _____
County Board Chair

A Township resolution authorizing the execution of this amendment was approved by the Township Supervisors on the ___ day of _____, 2025.

_____
Attested by Township Clerk

A County resolution authorizing the execution of this amendment was approved by the Board of Commissioners on the _____ day of _____, 2025.

_____
Attested by County Administrator

APPROVED AS TO FORM AND EXECUTION

_____, 2025

_____
County Attorney

CITY OF BLACKDUCK ORDINANCE #2025-03

AN ORDINANCE AMENDING CHAPTER 6, LAKEVIEW CEMETERY, OF THE CITY CODE

The City Council of Blackduck, Minnesota, ordains:

Section 1 – Section 600.01 Description / Name is amended as follows, with deleted language struck out and new language in red.

A cemetery has been established and is continued upon land owned by the City, in ~~Section 14 Township 149 Range 031, East 873.04' of South 716.69' of North 749.69' of Northeast ¼ of Northeast ¼ Less Parcel 186-01 and Section 14 Township 149 Range 031, Beginning at a point 33' West and 33' South of the Northeast Corner of the Northeast ¼ of the Northeast 1/4, thence South on a line parallel to and 33' West of the East Section Line of above described section, a distance of 466.69; to an iron pipe drove in the ground, thence West making a deflection angle of 89*47' a distance of 466.69' (to an iron pipe) thence North making a deflection angle of 90*13' a distance of 466.69 (to an iron pipe) thence East making a deflection angle of 89*47' on a line parallel to and 33' South of the North section line of above section a distance of 466.69 feet (to an iron pipe) which is the place of beginning.~~ SECT-14 TWP-149 RANGE-031 5 AC BEGINNING AT A POINT 33' W AND 33' S OF THE NE CORNER OF THE NE1/4 OF THE NE1/4, THENCE S ON A LINE PARALLEL TO AND 33' W OF THE E SECTION LINE OF ABOVE DESCRIBED SECTION, A DISTANCE OF 466.69' TO AN IRON PIPE DROVE IN THE GROUND, THENCE W MAKING A DEFLECTION ANGLE OF 89*47' A DISTANCE OF 466.69' (TO AN IRON PIPE) THENCE N MAKING A DEFLECTION ANGLE OF 90*13' A DISTANCE OF 466.69' (TO AN IRON PIPE) THENCE E MAKING A DEFLECTION ANGLE OF 89*47' ON A LINE PARALLEL TO AND 33' S OF THE N SECTION LINE OF ABOVE SECTION A DISTANCE OF 466.69 FEET (TO AN IRON PIPE) WHICH IS THE PLACE OF BEGINNING OLD #180018601 & SECT-14 TWP-149 RANGE-031 9.36 AC E 873.04' OF S 716.69' OF N 749.69' OF NE1/4 OF NE1/4 LESS PARCEL 186-01 OLD #180018600

Section 2 – Section 600.02 – Officers and Duties is amended as follows, with deleted language struck out and new language in red.

Subd. 1. ~~The Council shall be ex officio of said Cemetery, and the City Administrator shall be ex officio treasurer. The Council shall perform all the duties devolving upon the Trustees of cemetery associations as defined by the laws of this State. The Administrator shall perform all the duties devolving upon the secretary and treasurer of the cemetery associations ad defined by the statutes.~~ The responsibility for the management of Lakeview Cemetery and all matters relating thereto shall be vested in the City of Blackduck. The City of Blackduck Public Works Department shall be responsible for the care and maintenance of the cemetery. The City Administrator shall be responsible for the cemetery records and administering deeds to the public.

Subd. 2. The Lakeview Cemetery will be open to visitors during the hours of sunrise to sunset. Permission to enter al all other times shall be secured from the City. The City of Blackduck

reserves the right to refuse admission to the cemetery and to refuse the use of any of the cemetery's facilities, at any time, to any person or persons whom the City may deem objectionable to the best inters of the cemetery. During the snow season, the access to cemetery roads may be blocked and only foot traffic allowed.

Section 3 – Section 600.03 - Sale of Cemetery Lots is amended as follows, with deleted language struck out and new language in red.

Subd. 1. The price of cemetery lots, vault rental fee, and other services, may be established from time to time by the City Council in the Ordinance Establishing Fees and Charges. Any person paying the price thus fixed for any lot shall be entitled to a deed conveying the same executed by the Mayor and City Administrator. Upon full payment of the purchase price of a lot, or lots, the City of Blackduck will issue a cemetery deed conveying the lot, executed by the City, and the deed shall be recorded in the records of the City. Said deed shall be for "the purpose of interment only", and shall be drawn subject to all the laws, rules and regulations of the City. ~~No title to any cemetery lot shall be transferred by the owner thereof except as authorized by Minnesota Statutes section 306.29. Whenever the title to any cemetery lot or shall be transferred by the owner, the City shall have the right to repurchase the same by paying to such owner the price originally paid to the City, less the portion thereof allocated to the Perpetual Care Fund under Section 600.09 of this Chapter.~~

Section 4 – Section 600.04 – Transfer of Lots – shall be amended by adding the following language:

The owner of the cemetery lot, or grave, may transfer lots:

1. To the City of Blackduck at the original sale price minus perpetual care (35%);
2. By will to any of his/her relatives who may survive him/her for the use and benefit of the person designated in the will;
3. By will to other persons not related to him/her for the use and benefit of the person designated in the will

In all cases, the owner must complete and have signed by witnesses and a Notary Public a transfer of ownership document provided by the City of Blackduck. The transfer of ownership document must be approved by the City prior to the transfer of lots by the owner. When a transfer has been made in conformance with these rules, such transfer shall be recorded in the cemetery records.

Section 5 – Section 600.04 – Deposits – shall be amended to Section 600.05

Section 6 - 600.05 - Care and Maintenance – shall be amended to be Section 600.06 and deleted language struck out and language in red added:

Subd 1. The City of Blackduck shall provide general care for the cemetery, which shall include maintenance of roadways, mowing grass, trimming and caring for trees and removal of fallen trees. This shall not include providing special care such as watering lawns or vases temporarily placed on the graves. The city shall have the right to remove trees, shrubs, plants or any structures

now located upon any burial site, which has or shall become by reason of age or otherwise, unsightly or detrimental to the site upon which they are located or any adjacent site or avenue, and upon notification of the relatives if possible and shall have the right to remove any such trees, shrubs, plants or any structures which may be placed on a site contrary to the provision of these regulations.

Subd. 2 Artificial flowers may be placed in the approved urns or vases two weeks prior and two weeks after Memorial Day. Flowers must be securely fastened to the urn or vase so that they will not fall or be blown from the container and cause problems with mowing. No artificial flowers, flags, or decorations of similar nature shall be placed upon or attached to any grassy area, any tree or shrub; such flower improperly placed may be removed by the city. Any flowers, flags, or decorations may be removed after ten (10) days of being placed on the burial site in order to maintain orderly appearance.

Subd. 3 No gravesite ground of planting trees, shrubs, and flowers will be permitted. The City reserves the right to remove any tree shrub, vine, plant, or flower which may be unsightly, dangerous, or not keeping with the landscape design of the cemetery. ~~All landscaping, grading, and seeding shall be done by the City of Blackduck.~~

Subd. 4. The City of Blackduck cannot be held responsible for any damages, loss, or theft of any personal property such as flowers, plants, decorations, vases, crocks, markers, monuments, etc.

Section 7 - 600.06 - Conduct in the Cemetery - shall be amended to be Section 600.07 and deleted language struck out and language in red added:

Subd. 1 Persons visiting the cemetery or attending funerals are strictly prohibited from writing upon, defacing, or damaging any memorial or breaking or injuring any tree, shrub, plant or other structure within the cemetery grounds.

Subd. 2 The following acts are expressly prohibited, as well as any other violations of City Ordinances and regulations that may apply:

A. The driving of motor vehicles into the cemetery, unless attending a funeral, visiting a relative or friend's gravesite, or carrying on maintenance work authorized by the City with a speed limit not to exceed 10 miles per hour.
B. The driving or parking of any motor vehicle across of upon any grave or lot except by authorized personnel.
C. Bringing of lunches or refreshments into the cemetery or consuming them on the grounds.
D. Peddling or soliciting the sale of any commodity within the cemetery.
E. Placing of signs, notices, or advertisements of any kind within the cemetery.
F. Bringing ~~The shooting of~~ firearms into the cemetery, except in the nature of a military salute or escort ~~is prohibited.~~ accompanying a veteran's funeral or attending memorial services, or by police officers while in the line of duty.
G. All rude and boisterous conduct is prohibited.
H. ~~Driving faster than ten (10) miles per hour in the cemetery shall be unlawful.~~
I. No liquor of any kind shall be consumed in the cemetery.

J. The throwing of rubbish on any part of the ground.

K. ~~No automobiles, trucks, wagons, snowmobiles, or other motorized vehicles shall drive on any cemetery lots, except authorized vehicles.~~

Subd. 3. No dog, cat or other household pet will be allowed in the cemetery unless on a leash secured by the pet owners. Any and all pet droppings will be removed promptly by the pet owner.

Subd. 4. Special cases may arise in which the literal enforcement or interpretation of a rule may impose on unnecessary hardship. The City reserves the right to make exceptions, suspensions, or modifications to any of these rules and regulations when the judgement of the City such action appears necessary and such a temporary exceptions, suspension, or modification shall in no way be construed as affecting the general application of such rules and regulations.

Section 8 - 600.07 - Unlawful to Destroy Property – is deleted in its entirety

~~It shall also be unlawful to destroy, injure, mutilate or remove any tombstone, monument, gravestone, building, fence, railing, or other structure in the cemetery, and it shall be unlawful to injure or destroy any tree, shrub or plant or to injure or interfere with any grounds or parking rules within the limits of the cemetery.~~

Section 9 - 600.08 - Burials and interments - shall be amended and deleted language struck out and language in red added:

Subd. 1 No burials or interments of any kind shall be made in said cemetery without prior notification to and permission from the City. Permission shall be granted if this Section and all regulations of the City and State pertaining to the cemetery are complied with.

Subd. 2 Lot owners are granted only the right of interment in their lots. The City of Blackduck reserves the right to refuse to permit the interment of anyone who is not at the time the owner of the lot, or a relative of the owner by blood or marriage. Permission, in writing and with the seal of a Notary Public, of the lot owner must accompany all requests for permits to bury persons not members of the immediate family of the lot owner.

Subd. 3. No casket shall be interred in the cemetery unless it is encased in a permanent type burial case or vault. Fiberglass vaults are prohibited. Ashes must be placed in an urn prior to burial. No vault is required for cremation.

Subd. 4. Should the lot owner, or funeral director, fail or neglect to designate the location, the City of Blackduck reserves the right to make the interment in a location designated by the City. The City will not be responsible for any order given by telephone, or for any mistake occurring from the want of precise, proper instructions as to the particular location within a plot where interment is desired.

Subd. 5. The City of Blackduck will not be liable for the interment permit, nor the identity of the person sought to be interred.

Subd. ~~2~~ 6. No more than one non-cremation burial or interment and ~~three (3)~~ one (1) cremation burials~~s~~ shall be permitted on any one burial plot

Subd. ~~3~~ 7. No more than ~~four (4)~~ two (2) cremation burials shall be permitted on any one burial plot.

Section 10 - 600.09 - Perpetual Care Fund shall be amended and deleted language struck out and language in red added:

Subd. 1 The City Council shall designate a percentage of the sales price of any cemetery lot to be set apart as a Perpetual Care Fund for the care, maintenance and improvement of the cemetery. The funds shall be kept in separate accounts from other City funds as provided by law. The income from the Fund can be transferred to the Cemetery Fund for care, maintenance and improvement of the cemetery. General care assumed by the City shall in no case mean the maintenance, repair, or replacement of any marker or memorial placed or erected upon lots, nor the doing of special, unusual work in the cemetery.

Section 11 – 600.11 - Monuments and Markers – is amended as follows, with deleted language struck out and new language in red:

Subd. 1 Location of Upright Markers
Upright markers cannot be placed in any lots in the following Blocks: M, N, O, P, Q, R, S, T, W, X, Y, and Z.

Subd. 2 Location of Flat Markers
Flat marker may be placed on any lot in Blocks A-Z

Subd. 3. Placement of Markers
All markers including slab must fit within property lines. All markers and monuments must be set in cement unless otherwise approved by the City. The cement foundation must be at least 4" thick and have a 4" border around the monument.

Subd. ~~3.~~ 4 Maintenance
It shall be the obligation of the owner of any cemetery lot or plot upon which a monument or marker (flat or upright) is located to maintain and keep such monument in a good state of repair at all times. In the event a monument creates a danger to public safety or interferes with maintenance of the cemetery, the City shall:

A. Notify the owner, in writing, of the needed repair or maintenance and a date by which such repair or maintenance must be completed. Such notice shall be sent by first class mail to the

last known address of the owner according to the official cemetery records maintained by the City.

B. If the requested repair or maintenance is not completed by the date specified, the City may, at its discretion, repair, reset, or remove such monument. The cost for any such repair, resetting or removal shall be billed to the owner of the cemetery lot or plot.
C. Whenever the City removes a monument, the City shall provide an alternate identification on the cemetery lot or plot. The cost of such alternate identification shall be included with the City's cost of removal and billed to the owner.

Section 12 – Effective Date

This ordinance shall take effect upon passage and publication as provided by law:

Passed and adopted this _____ day of _____, 2025.

_____ Attested: _____
Maxwell Gullette, Mayor Christina Regas, City Administrator

First / Final Reading: _____

DRAFT

From: Cheryl Hahn
To: Christina Regas
Subject: RE: Region Member Question
Date: Thursday, May 29, 2025 12:25:54 PM

[EXTERNAL]

In Sebeka they are required.

SECTION 8. BURIAL VAULTS.
All caskets must be encased in a permanent type burial case or vault. Fiberglass vaults are prohibited.

Cheryl Hahn, MMMC
City Administrator
City of Sebeka
Phone: 218.837.5773
www.cityofsebeka.org

From: MCFOA <Mcfoa@wildapricot.org>
Sent: Thursday, May 29, 2025 12:01 PM
To: Cheryl Hahn <cityofsebeka@wcta.net>
Subject: Region Member Question

REGION I Question

One of our Region Members is asking:

If your City has a cemetary does your ordinances require vaults for internments?

If you can help, please select reply.

Unsubscribe

Chapter 6 Lakeview Cemetery

600.01	Description; Name
600.02	Officers and Duties
600.03	Sale of Cemetery Lots
600.04	Deposits
600.05	Care and Maintenance
600.06	Conduct in the Cemetery
600.07	Unlawful to Destroy Property
600.08	Burials and Interments
600.09	Perpetual Care Fund
600.10	General Regulations
600.11	Maintenance of Monuments
600.12	Other Regulations

600.01 Description/Name

A cemetery has been established and is continued upon land owned by the City, in Section 14 Township 149 Range 031, East 873.04' of South 716.69' of North 749.69' of Northeast ¼ of Northeast ¼ Less Parcel 186-01 and Section 14 Township 149 Range 031, Beginning at a point 33' West and 33' South of the Northeast Corner of the Northeast ¼ of the Northeast 1/4, thence South on a line parallel to and 33' West of the East Section Line of above described section, a distance of 466.69; to an iron pipe drove in the ground, thence West making a deflection angle of 89*47' a distance of 466.69' (to an iron pipe) thence North making a deflection angle of 90*13' a distance of 466.69 (to an iron pipe) thence East making a deflection angle of 89*47' on a line parallel to and 33' South of the North section line of above section a distance of 466.69 feet (to an iron pipe) which is the place of beginning.

600.02 Officers and Duties

The Council shall be ex officio Trustees of said Cemetery, and the City Administrator shall be ex officio treasurer. The Council shall perform all the duties devolving upon the Trustees of cemetery associations as defined by the laws of this State. The Administrator shall perform all the duties devolving upon the secretary and treasurer of the cemetery associations as defined by the statutes.

600.03 Sale of Cemetery Lots

Subd. 1. The price of cemetery lots, vault rental fee, and other services, may be established from time to time by the City Council in the Ordinance Establishing Fees and Charges. Any person paying the price thus fixed for any lot shall be entitled to a deed conveying the same executed by the Mayor and City Administrator. Said deed shall be for "the purpose of interment only", and shall be drawn subject to all the laws, rules and regulations of the City. No title to any cemetery lot shall be transferred by the owner thereof except as authorized by Minnesota Statutes section 306.29. Whenever the title to

any cemetery lot or shall be transferred by the owner, the City shall have the right to repurchase the same by paying to such owner the price originally paid to the City, less the portion thereof allocated to the Perpetual Care Fund under Section 600.09 of this Chapter.

Subd. 2. No single gravesite shall be sold by the city from a 4-8 grave lot. Single graves are to be from two grave lots only, except where there is only one site left in a lot.

600.04 Deposits

The City requires a deposit for headstones. If a headstone is not properly installed within eighteen (18) months after burial, the City may use the deposit to purchase and install a headstone to identify the occupant of the gravesite. The City shall from time to time establish the headstone deposit amount by Resolution. The City will refund the deposit upon proper installation of the headstone by the party who made the deposit.

600.05 Care and Maintenance

Subd 1. The City of Blackduck shall provide general care for the cemetery, which shall include maintenance of roadways, mowing grass, trimming and caring for trees and removal of fallen trees. This shall not include providing special care such as watering lawns or vases temporarily placed on the graves. The city shall have the right to remove trees, shrubs, plants or any structures now located upon any burial site, which has or shall become by reason of age or otherwise, unsightly or detrimental to the site upon which they are located or any adjacent site or avenue, and upon notification of the relatives if possible and shall have the right to remove any such trees, shrubs, plants or any structures which may be placed on a site contrary to the provision of these regulations.

Subd. 2 Artificial flowers may be placed in the approved urns or vases two weeks prior and two weeks after Memorial Day. Flowers must be securely fastened to the urn or vase so that they will not fall or be blown from the container and cause problems with mowing. No artificial flowers, flags, or decorations of similar nature shall be placed upon or attached to any grassy area, any tree or shrub; such flower improperly placed may be removed by the city. Any flowers, flags, or decorations may be removed after ten (10) days of being placed on the burial site in order to maintain orderly appearance.

Subd. 3 No gravesite ground of planting trees, shrubs, and flowers will be permitted. The City reserves the right to remove any tree shrub, vine, plant, or flower which may be unsightly, dangerous, or not keeping with the landscape design of the cemetery.

600.06 Conduct in the Cemetery

A. The shooting of firearms, except in the nature of a military salute is prohibited.
B. All rude and boisterous conduct is prohibited.
C. Driving faster than ten (10) miles per hour in the cemetery shall be unlawful.
D. No liquor of any kind shall be consumed in the cemetery.
E. No automobiles, trucks, wagons, snowmobiles, or other motorized vehicles shall drive on any cemetery lots, except authorized vehicles.

600.07 Unlawful to Destroy Property

It shall also be unlawful to destroy, injure, mutilate or remove any tombstone, monument, gravestone, building, fence, railing, or other structure in the cemetery, and it shall be unlawful to injure or destroy any tree, shrub or plant or to injure or interfere with any grounds or parking rules within the limits of the cemetery.

600.08 Burials and interments

Subd. 1 No burials or interments of any kind shall be made in said cemetery without prior notification to and permission from the City. Permission shall be granted if this Section and all regulations of the City and State pertaining to the cemetery are complied with.

Subd. 2 No more than one non-cremation burial or interment and three (3) cremation burials shall be permitted on any one burial plot

Subd. 3 No more than four (4) cremation burials shall be permitted on any one burial plot.

600.09 Perpetual Care Fund

The City Council shall designate a percentage of the sales price of any cemetery lot to be set apart as a Perpetual Care Fund for the care, maintenance and improvement of the cemetery. The funds shall be kept in separate accounts from other City funds as provided by law. The income from the Fund can be transferred to the Cemetery Fund for care, maintenance and improvement of the cemetery.

600.10 General Regulations:

A. No more than one monument shall be placed upon any one lot.
B. All gravesites must have a headstone identifying the interment remains.
C. Grave markers shall be set even with the ground.
D. No lot shall be graded higher than the general level of the cemetery.
E. No mound shall be built over any grave.
F. No lot enclosures, such as fences, hedges, curbs, and the like shall be hereinafter constructed.
G. If a second burial is made on any burial plot, it shall be marked by a flush marker and where monuments are permitted in the cemetery, only one monument per burial plot shall be permitted.
H. All burials shall be in permanent vaults or so-called grave boxes of permanent material into which the caskets are deposited, excluding wood or thinned walled fiberglass.

600.11 Monuments and Markers

Subd. 1 Location of Upright Markers

Upright markers cannot be placed in any lots in the following Blocks: M, N, O, P, Q, R, S, T, W, X, Y, and Z.

Subd. 2 Location of Flat Markers
Flat marker may be placed on any lot in Blocks A-Z

Subd. 3 Maintenance
It shall be the obligation of the owner of any cemetery lot or plot upon which a monument or marker (flat or upright) is located to maintain and keep such monument in a good state of repair at all times. In the event a monument creates a danger to public safety or interferes with maintenance of the cemetery, the City shall:

A. Notify the owner, in writing, of the needed repair or maintenance and a date by which such repair or maintenance must be completed. Such notice shall be sent by first class mail to the last known address of the owner according to the official cemetery records maintained by the City.
B. If the requested repair or maintenance is not completed by the date specified, the City may, at its discretion, repair, reset, or remove such monument. The cost for any such repair, resetting or removal shall be billed to the owner of the cemetery lot or plot.
C. Whenever the City removes a monument, the City shall provide an alternate identification on the cemetery lot or plot. The cost of such alternate identification shall be included with the City's cost of removal and billed to the owner.

600.12 Other Regulations
The City Council may by resolution adopt additional rules and regulations governing the use and operation of the cemetery.

600.13 Penalty
A violation of the provisions of §600.01 through §600.11, and any regulations enacted under §600.12 shall be a misdemeanor punishable as provided by law.