



MINUTES

Council Meeting

6:00 PM - Monday, June 6, 2022

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, June 6, 2022, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

COUNCILORS PRESENT: Mayor Maxwell Gullette, Councilor Donald Johnson, Councilor Laurie Hamilton, and Council member Ronald Fredrickson

COUNCILORS EXCUSED: Councilor Nicholas Seitz

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

OTHERS PRESENT: Ronald Fredrickson, Todd Hagen, Ehlers

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

- a.

Donald Johnson moved to approve the agenda as presented Laurie Hamilton seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Donald Johnson	For
Laurie Hamilton	For

3. RESIGNATION OF COUNCILOR KEWITSCH & APPOINTMENT OF NEW COUNCILOR

- a. Approval Needed - Resolution 2022-13 - Resolution accepting resignation and declaring a vacancy

Donald Johnson moved to approve Resolution 2022-13 Laurie Hamilton seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
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Donald Johnson For
Laurie Hamilton For

- b. Council Consideration - Council Vacancy Letter of Interest - Ronald Fredrickson
Fredrickson discussed his interest in serving on the City Council filling the vacancy of Councilor Kewitsch. Nothing further.
- c. Approval Needed - Resolution 2022-14 - Resolution appointing Ronald Fredrickson to serve the term of the vacant Council member seat through December 31, 2022; or when 2022 General Election results have been finalized.

Donald Johnson moved to approve Resolution 2022-14 Laurie Hamilton seconded the motion.

Carried 3 to 0

Maxwell Gullette For
Donald Johnson For
Laurie Hamilton For

- d. Oath of Office - Swearing in of Council member Fredrickson
Administrator Regas swore in Council Member Fredrickson.

4. **CONSENT AGENDA**

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

- a. May 9, 2022 Blackduck City Council Meeting Minutes
- b. May 18, 2022 Blackduck Planning Commission Meeting Minutes
- c. May 19, 2022 Blackduck Golf Board Meeting Minutes
- d. May 19, 2022 Kitchigami Regional Library Board Meeting Packet including Meeting Minutes from March 2022 & Annual Report
- e. May 24, 2022 Blackduck City Council Work Session Meeting Minutes
- f. May 2022 Fund Balance Report
- g. May 2022 Bill Report
- h. May 2022 Sewer Income Statement
- i. ~~May 2022 Water Income Statement~~
- j. May 2022 Pine Tree Park Income Statement
- k. May 2022 Golf Course Income Statement
- l. May 2022 Liquor Store Income Statement
- m. Final Approval - May 2022 Business Credit Card(s) Payment Batch
- n. Final Approval - April 2022 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association
- o. ~~Final Approval - MN Employment & Economic Development Letter of Approval for MN RLF Onetime Exception request~~
- p. Final Approval - City of Blackduck Police Department Confidential Informants Policy MN Statute §626.8476 (POST Board requirement)
- q. Final Approval - LMCIT 2022-2023 Property/Casualty Coverage Premium for City of Blackduck

- r. Final Approval - Agreement for lease service(s) between Marco Technologies and City of Blackduck DBA The Pond
- s. Final Approval - May 2022 new / rehired / resigned employees for City of Blackduck
- t. Final Approval - Lift Station Repairs funded by ARP funding - General Fund Reserve

Maxwell Gullette moved to approve the consent agenda removing items (I) & (O) for further discussion
 Donald Johnson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Donald Johnson	For
Laurie Hamilton	For

- u. Consent item (I) - May 2022 Water Income Statement
 Councilor Johnson stated he had no questions regarding the water income statement and apologized for the confusion. Nothing further.
- v. Consent item (O) - Final Approval - MN Employment & Economic Development Letter of Approval for MN RLF Onetime Exception request
 Councilor Johnson requested further discussion on the onetime exception background from MN Deed. Regas provided a detailed history of the reason(s) for the exception(s) from MN Deed.

Donald Johnson moved to approve consent item(s) (I) & (O) as presented Laurie Hamilton seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Donald Johnson	For
Laurie Hamilton	For

5. BLACKDUCK FORUM

Visitors may share their concerns with Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. No action will be taken at the time.

- a. There was no one present to speak for the forum.

6. REPORTS OF COMMITTEES AND CITY STAFF

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

- 6.1.1. Report -
 Schwanke reports the grader is working for now; frost is still coming out of the roads; and his staff has been very busy.

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

6.2.1. Report -

Gullette reported on sales and mechanical issues with the new beer cave door during power outages. Nothing further.

6.3. GOLF COURSE REPORT - MISTY FRENZEL, GOLF COURSE DIRECTOR

6.3.1. Report -

Frenzel reports the course is very busy; the category 2 license is active and selling many pizzas; golfing is up and positive; carts are working well; dandelions have been sprayed; irrigation system has been tested but now is down again so she and Schwanke have been working on it. Staff is working hard and golfers are happy. Frenzel reports needing new exterior doors on the club house. Frenzel and Schwanke have repaired them several times and has determined new doors are needed. Frenzel provided a cost estimate of \$790/per door plus installation and needs 3 now.

Donald Johnson moved to approve the purchase of 3 exterior doors for the club house Ronald Fredrickson seconded the motion.

Carried 4 to 0

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

6.4. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

6.4.1. June 16, 2022 @ 6:00pm - Kitchigami Regional Library Board Meeting - Pine River

6.4.2. Council Consideration - Letter to KRLS Board on behalf of the Blackduck City Council & the Blackduck Library Board

Maxwell Gullette moved to approve sending drafted letter to the KRLS board for consideration of use of the capital funding. Laurie Hamilton seconded the motion.

Carried 4 to 0

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

7. ADMINISTRATOR'S REPORT

- a. Approval Needed - Resolution 2022-11 Revised - Resolution approving the terms of an internal loan in connection with purchase of equipment for the Blackduck Golf Course - includes updated payment structure & invoice

Donald Johnson moved to approve revised resolution 2022-11 with updated internal loan terms Laurie Hamilton seconded the motion.

Carried 4 to 0

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

- b. Approval Needed - Resolution 2022-15 - Resolution providing for the issuance and sale of \$1,965,000 General Obligations Temporary Bonds, Series 2022A - Sale Day Presentation - Todd Hagen Ehlers

Todd Hagen presented the Sale Day Report for the interim funding of the public works / public safety facility reporting lower rates than anticipated and good strong bond ratings for the City of Blackduck. Hagen requested the City Council approve the submitted resolution for approval.

Laurie Hamilton moved to approve Resolution 2022-15 as presented Donald Johnson seconded the motion.

Carried 4 to 0

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

- c. Approval Needed - Combined Maintenance & Police Facility - soils issue - supplemental agreement Change order

Regas and Schwanke reported the need for a change order on the project due to some peat discovered near the location of the lift station and the southwest location of the site. Schwanke stated the proposed change order will sufficiently support the installation of the pipe and lift station which Widseth recommended. Regas and Schwanke requested council approval on the change order. Councilor Johnson asked if the peat was discovered during the soil borings. Schwanke stated it is not in the location the borings were completed.

Donald Johnson moved to approve change order #2 for an additional cost of \$10,850 to the project Ronald Fredrickson seconded the motion.

Carried 4 to 0

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

- d. Approval Needed - Agreement of Services between City of Blackduck and Dobmeier Excavating & Septic Service Plus for the Blackduck Downtown Redevelopment project - updated for 2022 post Widseth engineer plans

Regas provided an updated quote for services for the project including 32 Main Street

Donald Johnson moved to approve the agreement for service between Dobmeier Excavating and the City of Blackduck for the Main Street Development project and to agree to include the \$2100 additional for granite finishing in the rear of the property Laurie Hamilton seconded the motion.

Carried 4 to 0

Maxwell Gulette	For
Donald Johnson	For
Laurie Hamilton	For
Ronald Fredrickson	For

- e. June 8, 2022 @ 11am - Blackduck Development Corporation meeting - Blackduck City Hall
- f. June 9, 2022 @ 9:30am - Blackduck Ambulance Board Meeting - Blackduck City Hall
- g. June 15, 2022 @ 2pm - Blackduck Planning Commission Meeting - Blackduck City Hall
- h. June 16, 2022 @ 10:30am - Blackduck Public Works Public Safety Facility Construction meeting - Blackduck City Hall
- i. June 20, 2022 - Juneteenth Holiday observed - City Hall closed
- j. June 22 - 24, 2022 - League of MN Cities Annual Conference - Duluth, MN
- k. June 27, 2022 @ 6pm - Blackduck City Council Work Session - Blackduck City Hall
- l. July 4, 2022 - Independence Day Observed - City Hall closed
- m. July 11, 2022 @ 6pm - Blackduck City Council regular council meeting - Blackduck City Hall

8. MAYOR AND/OR COUNCIL MEMBER REPORTS

- a. Mayor Gulette reports having a potential new Planning Commissioner to fill the recent vacancy. Nothing further.

9. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. June 15, 2022 @ Noon - Blackduck Area Chamber of Commerce meeting - The Pond
- b. June 24, 2022 @ 6pm - Blackduck Golf Course Grill n' Chill - Blackduck Golf Course

10. ADJOURNMENT

- a.

Donald Johnson moved to adjourn the meeting at 7:22pm Ronald Fredrickson seconded the motion.

Carried 4 to 0

Maxwell Gulette	For
Donald Johnson	For
Laurie Hamilton	For
Ronald Fredrickson	For

City Administrator, Christina Regas

Maxwell Gullette, Mayor