AGENDA
Blackduck City Council Meeting
6:00 PM - Tuesday, September 6, 2022
City Hall, 8 Summit Drive, Blackduck MN

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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.

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aa.	Final Approval - Combined Maintenance and Public Safety Facility construction meeting notes and Field Report - August 25, 2022 2022-08-25 Field Report #6 2022-08-25 Progress Meeting #6 Minuites 2022-08-25-Const Schedule	88 - 93

ab. Final Approval - Letter of Acknowledgment Combined Maintenance & Police Facility City of Blackduck and TNT Construction Group LLC and MN Pollution Control Agency (MPCA) 94

Letter of Acknowledgement - Combined Maintenance and Police Facility (63283)

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. BELTRAMI COUNTY SHERIFF DEPARTMENT JAIL PROJECT PRESENTATION - JARRET WALTON

a. blackduck agenda bill 95

6. ORDINANCE 2022-01 FIRST READING - CITY ADMINISTRATOR REGAS

a. Ordinance 2022-01 - An Ordinance of the City of Blackduck, MN Annexing land located in Hines Township, Beltrami County, MN pursuant to MN Statute §414.033 Subd. 2 (1), permitting annexation by Ordinance 96 - 101

Ordinance 2022-01
Exhibit A to Ordinance 2022-01

7. NEW CITIZEN CONCERNS - ANNETTE MEYER 173 MAIN STREET NORTH

a. Annette Meyer - 173 Main Street North 102

New Concerned Citizen Report

8. REPORTS OF COMMITTEES AND CITY STAFF

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

8.2. Library Report - Kelly Hanks, Head Librarian

9. ADMINISTRATOR'S REPORT

a. Council Consideration - Donation Request - Blackduck Area Chamber of Commerce - Lori Lundberg 103 - 104

Blackduck Chamber Donation Request

b. Council Approved Needed - Resolution 2022-18 - Resolution Authorizing the sale of public property in the City limits of the City of Blackduck, MN 105 - 106

2022-18 Resolution authorizing the sale of public property

c. Council Approval Needed - Preliminary Land Combination by tax parcel request City of Blackduck 107 - 108

Preliminary land combination Main Street Blackduck
Proposed Boundary Line Adjustment in Red

d. Council Approval Needed - Resolution 2022-19 - Resolution authorizing the sale of public property in the City limits of the City of Blackduck, MN pursuant to Minnesota Department of Economic Development Demolition Loan Program Agreement (RDLP-21-0001-o-FY21) 109

2022-19 Resolution authorizing the sale of Commercial public property

e. Council Information - City of Blackduck Limited DMV Request Approval Notice 110

Blackduck Deputy Registrar

f. September 8, 2022 @ 10:30am Blackduck Combined Maintenance Facility Construction meeting - City Hall

g. September 8, 2022 @ 2pm - Blackduck Personnel Committee Meeting - The Pond

h. September 8, 2022 @ 3pm - Blackduck 2023 General Fund Budget Meeting - Finance Committee - City Hall

i. September 14, 2022 @ 11am - Blackduck Development Corporation Meeting - Blackduck City Hall

j. September 15, 2022 @ 9:30am - BAAI Board of Directors Meeting - Blackduck City Hall

k. September 19, 2022 @ 6pm - City Council Work Session - City Hall

l. September 21, 2022 @ 2pm - Blackduck Planning Commission Meeting - Blackduck City Hall

m. September 22, 2022 @ 10:30am - Blackduck Combined Maintenance Facility Construction Meeting - Blackduck City Hall

n. September 22, 2022 @ 2pm - Blackduck 2023 General Fund Budget Meeting - Finance Committee - City Hall

o. September 26, 2022 @ 6pm - Blackduck City Council Special Meeting - Preliminary 2023 Levy Approval - City Hall

p. October 10, 2022 @ 6pm - Blackduck City Council Regular Meeting - City Hall

10. 2023 GENERAL ELECTION

a. September 23, 2022 - Absentee ballots available for State General Election

b. October 18, 2022 - Voter pre-registration closes for November General Election

c. November 1, 2022 - Blackduck Healthcare Facility Absentee Voting

d. November 5 & November 7, 2022 - County Auditors offices open for absentee voting

e. November 8, 2022 - Minnesota State General Election *(including municipal and school board)*

f. November 14, 2022 @ 6pm - City of Blackduck Canvassing of General Election - City Hall

11. MAYOR AND/OR COUNCIL MEMBER REPORTS

12. COMMUNITY EVENTS/GOOD THINGS HAPPENING

a. September 7, 2022 @ 5-7pm Blackduck Chamber After Hours - Liquor Lodge, Turtle River

b. September 21, 2022 @ Noon - Blackduck Chamber of Commerce Regular Meeting - Restaurant 71

c. September 24, 2022 - Chamber Night @ The Golf Course Scramble

13. ADJOURNMENT

MINUTES
Council Meeting

6:00 PM - Monday, August 8, 2022
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, August 8, 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 Nicholas Seitz, Councilor Donald Johnson, Councilor Laurie Hamilton, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	
STAFF PRESENT:	City Administrator Christina Regas, Public Works Director Mike Schwanke, Director of Liquor Operations Shawnda Lahr, and Golf Director Misty Frenzel
OTHERS PRESENT:	Miriam Osborn-Dougherty, Blackduck Library Board Member

1. CALL TO ORDER

a. Roll Call -
Administrator Regas took roll call of those present.

b. Pledge of Allegiance
Mayor Gullette led the meeting in the pledge of allegiance.

2. APPROVAL OF AGENDA

a.

Laurie Hamilton moved to approve the agenda with the addition of Team Lab invoice to item 3.g. July 2022 Bill Report Nicholas Seitz seconded the motion.

Carried 5 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Donald Johnson	For
Laurie Hamilton	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. July 11, 2022 Blackduck City Council Meeting Minutes

b. July 19, 2022 Blackduck Personnel Committee Meeting Minutes

c. July 20, 2022 Blackduck Planning Commission Meeting Minutes

d. July 21, 2022 Kitchigami Regional Library Board Meeting packet - includes minutes from June 2022 meeting

e. July 25, 2022 Blackduck City Council Work Session Meeting Minutes

f. July 2022 Fund Balance Report

g. July 2022 Bill Report

h. July 2022 General Fund Income Statement with department expenses

i. July 2022 Sewer Income Statement

j. July 2022 Water Income Statement

k. July 2022 Pine Tree Park Income Statement

l. July 2022 Golf Course Income Statement

m. July 2022 Liquor Store Income Statement

n. Final Approval - July 2022 Business Credit Card(s) Payment Batch

o. Final Approval - June 2022 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association

p. Final Approval - First half 2022 Local Government Aid

q. Final Approval - 2021 TIF Reports to OSA and Annual Disclosure of Tax Increment Districts for 2021

r. Final Approval - FY 2022 Fund Statement Balance - Blackduck Trestle & Trails Fund - Northwest Minnesota Foundation

s. Final Approval - Survey Services Agreement - Northwestern Survey and City of Blackduck - Blackduck Cemetery

t. Final Approval - Satisfaction of Mortgage - Blackduck Family Foods/Fellows, LLC & City of Blackduck 2019

u. Final Approval - 2022-2023 Blackduck Co-op Pre-buy Propane Contract - City of Blackduck Departments

v. Final Approval - Payment 2 - Dobmeier Excavating & Septic Service Plus Demolition Contract - City of Blackduck

w. Final Approval - Public Works / Public Safety Facility pay request #4 to TNT Construction -

x. Final Approval - Field Report & Progress Meeting #4 - Public Works / Public Safety Facility - July 28, 2022

Laurie Hamilton moved to approve the consent agenda as presented Ronald Fredrickson seconded the motion.

Carried 5 to 0

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

y.

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 to speak on behalf of 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 provided report on his departments stating no major items to report. The campground, ponds, and water plant have been active with maintenance and his department has been doing his best to keep up on daily activities running short-handed. Council Fredrickson asked how the well casing replacements are coming. Schwanke stated Thien Well could not provide a clear timeline for service. Schwanke stated several vendors he works with are having supply chain issues still including street paint for curbs. Nothing further.

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

5.2.1. Report -

Lahr reported the bar has had good feedback on weekly and daily specials; the kitchen staff is working better and better; staff reduction of hours will provide some intrusion of employees and the staff is working hard to not make a difference on the customer service. Lahr stated payroll is reduced and being closely reviewed. Hours of operation reduced is not affecting the customer but has been a learning curve for staff. Bash planning is in the works and catering for a recent wedding at Northern Escape Venue is starting again after the pandemic. Lahr has trained on the website from Pinnacle and has updated some hours of operation and pictures on the website. Nothing further.

5.3. FIRE DEPARTMENT REPORT - BRIAN LARSON, FIRE CHIEF

5.3.1. August 18, 2022 @ 6pm - Blackduck Fire Department Protection Area Annual Budget Meeting - Blackduck City Hall

Regas reported the annual budget meeting is August 18 and the packet will be provided by email later in the week. Regas encouraged city representation to the meeting. Nothing further.

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

5.4.1. Report -

Frenzel reported the course has been busy and has had good comments on the condition of the course; the irrigation system is working correctly now; club house is busy and the new snack shack on Hole 5 is getting worked on. Frenzel stated a recent tournament utilized it and it was a good service to have. An updated 6-year revenue comparison was provided for review and discussion.

5.5. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

5.5.1. Report -
Miriam Osborn-Daugherty had preliminary numbers of about $1,000 in book sales from the Woodcarvers event. Traffic was down this year compared to 2021 which could have affected the sales.

6. ADMINISTRATOR'S REPORT

a. Approval Needed - Resolution 2022-17 - Resolution approving state of Minnesota joint powers agreements with the City of Blackduck, Minnesota on behalf of its City Attorney and Police Department

Laurie Hamilton moved to approve Resolution 2022-17 Nicholas Seitz seconded the motion.

Carried 5 to 0

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

b. Council Consideration & Approval Needed - Revision - Letter of Intent - City of Blackduck and Deerwood Bank - Notes from City Attorney
Regas provided requested revisions for consideration of the Blackduck Library intent to purchase property from Deerwood Bank. Members of the board requested clarification of the Transfer Restriction and which property Deerwood Bank was requesting. Board members was provided the option of contacting the City Attorney for clarification of an email provided listing additional costs to the City that could be incurred in the purchase of the building. The revision of the letter of intent revisions were discussed and agreed to by council motion.

Nicholas Seitz moved to approve the revised letter of intent between the City of Blackduck and Deerwood Bank with clarification of the transfer restriction property location Laurie Hamilton seconded the motion.

Further discussion on the transfer restriction Council member Fredrickson agreed to the letter after clarification of the property. Regas agreed to clarify the location; report to the City Council; revise the letter; and further send the letter to Deerwood Bank. Mayor Gullette requested the tax payers of Blackduck be allowed to make public comment and feedback at the next work session or prior to closing of the property.

Carried 5 to 0

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

c. August 10, 2022 @ 11am - Blackduck Development Corp Meeting - Blackduck City Hall

d. August 12 & 25, 2022 @ 10:30am - Blackduck Public Works / Public Safety Facility Construction Meetings - City Hall - NOTE UPDATED DATE

e. August 11 & 25, 2022 @ 2pm - 2023 Budget Finance Committee Meetings - City Hall

f. August 18, 2022 @ 9:30am - Blackduck Ambulance Board Meeting - Blackduck City Hall

g. August 22, 2022 6pm - Public Hearing Blackduck City Council - City of Blackduck Land Combination Request

h. August 22, 2022 @6pm - Blackduck City Council Work Session

i. September 5, 2022 - Blackduck City offices closed in observance of Labor Day

j. **TUESDAY**, September 6, 2022 @ 6pm - Blackduck City Council Meeting

7. 2022 ELECTION HIGHLIGHTS

a. August 2 - August 16, 2022 - Local City Elected Official filing period for 2022 General Election

b. August 9, 2022 - Minnesota State Primary Election - Blackduck Prescient Polls open 7am - 8pm

c. September 23, 2022 - Absentee ballots available for Minnesota state General Election

d. October 18, 2022 - Voter pre-registration closed for MN General Election

e. November 1, 2022 - Blackduck Prescient Healthcare Facility Absentee Voting

f. November 8, 2022 - Minnesota State General Election - Blackduck prescient polls open 7am - 8pm

g. November 14, 2022 - November General Election Canvassing results Blackduck

8. MAYOR AND/OR COUNCIL MEMBER REPORTS

9. COMMUNITY EVENTS/GOOD THINGS HAPPENING

a. August 20, 2022 - Blackduck Backwoods Bash

b. August 21, 2022 - Blackduck Drakes Scramble - Blackduck Golf Course

c. August 26, 2022 - Blackduck Golf Course Grill n' Chill

d. September 7, 2022 - Blackduck Chamber After-hours Meet up - Liquor Lodge

Laurie Hamilton moved to adjourn the meeting at 6:52pm Donald Johnson seconded the motion.

Carried 5 to 0

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

10. ADJOURNMENT

a.

City Administrator, Christina Regas

Maxwell Gullette, Mayor

BLACKDUCK FINANCE COMMITTEE MEETING

THURSDAY, AUGUST 11, 2022 @ 2PM

BLACKDUCK CITY HALL 8 SUMMIT AVE. E.

CALL TO ORDER: The Finance Committee for the City of Blackduck met in a scheduled work session in council chambers at City Hall at 2:00PM on August 11. 2022.

Roll Call
Councilors present: Councilor Seitz

Councilors Absent: none

Staff Present: City Administrator, Christina Regas, Public Works Supervisor Mike Schwanke

The meeting was called to order at 2:00pm the Pledge of Allegiance was not recited.

Topics covered in the work session were as follows:

General Fund Budget 2023

Wage proposals - Regas provided the committee proposed wage budgets for public works, administration, and police for review. The committee discussed in detail the police wage and healthcare budget and requested consideration of future replacement of the police chief noting no recent applicants for the position. Union meeting is scheduled for August 25th; healthcare costs for 2023 not determined at this time; delta dental costs provided.

ACTION ITEM – Regas has scheduled budget meeting with Interim Police Chief Fraik for August 12 @ 1pm and will report back at next meeting proposed budget for the department.

Department Budgets drafted – the committee discussed the proposed budgets of the following departments:

1. Street Department – up 9.96% over 2022
2. Wayside Rest Park – up 2.16% over 2022
3. Street Lighting – up 7.86% over 2022
4. City council – up 2% over 2022
5. Planning & Zoning – down over 2022 (no rental inspections in 2023)

Regas reports insurance costs are up 5-15% overall; heating & electricity costs are up; motor fuels are up and cost of living is up creating difficulty in keeping costs flat. Consumer Price Index (CPI) increased 9.2% between June 2021 and June 2022.

Department budgets not drafted –

1. Police – meeting with Interim Chief 8/12/22
2. Fire – meeting with Fire Chief 8/11/22 @ 3pm
3. Administration - Regas still working on budget

4. Library – Proposed budget is up 3% request from Kitchigami – potentially higher if Beltrami County reduces their contribution to budget – more to be discussed.
5. Government Building – Regas still working on budget – electricity and repairs to building costs being added to improve on City Hall after new public works facility is operational.

Next meeting of committee is August 25th @ 2pm.

ADJOURN – Finance Committee adjourned their work session at 2:55pm.

_____ _____

Christina Regas, City Administrator Maxwell Gullette, Mayor

BLACKDUCK PLANNING MEETING

Regular Planning Meeting

Blackduck City Hall

August 17, 2022 @ 2pm.

CALL TO ORDER: Commissioner Cease called the meeting to order @ 2:04pm.

ROLL CALL:
Commissioners present: John Wilson Winnett and Ernie Tindell

Commissioners Absent: Ron Rockis

Staff Present: City Administrator Christina Regas

Others Present: Justin Maaninge and Mark Cobb of ICS

Approval of Minutes – Moved by Commissioner Tindell and seconded by Commissioner Winnett to approve the minutes from July 20, 2022. Motion carried unanimously.

Old Business

1. Planning Commission Vacancy – no updated at this time. Commissioner Cease asked the board members to keep the vacancy on their radar.
2. Permits Issued since last meeting: nothing to discuss
3. Annexing City owned Property – Regas provided updates on the process. Nothing further.
4. Acquisition of PIN #81.00121.00 – Regas reported owner of parcel was not interested in selling. No further action.

New Business –

New Land Use Permit Requests – 2022-07 - Blackduck School Trades Building – Regas provided the new school land use permit application and construction plans for approval. Engineers from ICS were on hand to discuss the project and answer questions for the permit request.

Motion by Commissioner Winnett to approve permit application 2022-07 seconded by Commissioner Tindell. Motion approved.

ADJOURN THE PLANNING MEETING – Moved by Commissioner Tindell and seconded by Commissioner Winnett to adjourn the planning meeting at 2:23pm. Motion carried unanimously.

_____ _____

Christina Regas, City Administrator Kurt Cease, Chairperson

MINUTES
Council - Public Hearing Meeting

6:00 PM - Monday, August 22, 2022
City Hall, 8 Summit Drive, Blackduck MN

The Council - Public Hearing of the City of Blackduck was called to order on Monday, August 22, 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 Nicholas Seitz, Councilor Donald Johnson, Councilor Laurie Hamilton, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	
STAFF PRESENT:	Fire Chief Brian Larson, City Administrator Christina Regas, and Public Works Director Mike Schwanke
OTHERS PRESENT:	Brody Klegstad, Krissy Krueth, Daryl Lundberg, Mary Salmonson, Cameron Koenen, Eric Charlie Anderson

1 CALL TO ORDER

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

b) Pledge of Allegiance
Mayor Gullette led the meeting in the pledge of allegiance.

2 PUBLIC HEARING AGENDA

a) Description of Project for Public Hearing - Review the preliminary land combination application from the City of Blackduck - Christina Regas
Regas provided a description of the land combination application for parcels 81.00120.01; 81.00120.00; & 81.00122.00. Regas reported the reason for the application was to provide a smooth transition to sell the properties to a private party after demolition is completed.

b) General Questions & Answers from Public
Mayor Gullette asked the public for comments or questions on the land combination application:
Question #1 - Lundberg asked if the City will convey the 1.87 feet to the owners of the Theater.
Regas stated that will be proposed to the City Council after the combination. Regas provided insight to the reason for the conveyance stating the foundation of 48 Main will be the new foundation of the concession of the Theater once the contractor rebuilds the wall. Regas stated once the clay tile wall of 48 Main was removed, all that was exposed of the Theater wall was framed wall construction and insulation with no exterior wall.
Questions #2 - Lundberg asked will 81.00121.00 be part of the land combination.

Regas reported No and that parcel is owned by The Shade Store (Anderson Fabrics) and after speaking with the owners it was noted the owners do not wish to sell that parcel to the City and will retain ownership.

Mayor Gullette asked if there are any further questions.

Question #3 - Lundberg asked how much the city will be asking for the land and if the land will be 'put up for sale' or what format.

Regas stated a resolution will be drafted for the council to consider with those terms for the sale. Mayor Gullette asked Lundberg if there is an offer to purchase. Lundberg stated he is aware of parties interested in the purchase of the land.

Mayor Gullette asked if there are any further questions.

There were no further questions.

3 ADJOURNMENT

a)

1

Laurie Hamilton moved to adjourn the public hearing at 6:08pm Nicholas Seitz 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 Meeting

6:00 PM - Monday, August 22, 2022
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, August 22, 2022, at 6:08pm, 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, Councilor Laurie Hamilton, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	
STAFF PRESENT:	City Administrator Christina Regas, Public Works Director Mike Schwanke, and Fire Chief Brian Larson
OTHERS PRESENT:	Brody Klegstad, Krissy Krueth, Daryl Lundberg, Mary Salmonson, Cameron Koenen, Eric Charliie Anderson

1. CALL TO ORDER

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

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

2. APPROVAL OF AGENDA

a.

Laurie Hamilton moved to approve the agenda as presented Ronald Fredrickson seconded the motion.

Carried 5 to 0

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

3. FIRE DEPARTMENT FREIGHTLINER PURCHASE - FIRE CHIEF BRIAN LARSON

a. Council Consideration - Purchase Agreement with Mac Queen Equipment, LLC and the City of Blackduck for a Fire Freightliner, Chief Larson
Chief Larson summarized the purchase agreement with MacQueen Equipment LLC for a new Fire Freightliner for the Blackduck Fire Department. Larson stated the department has an opportunity to get into a new truck 1.5 years sooner than originally planned. Larson stated the representative has been working with Larson to

get on a waiting list of 20-24 months out for a new truck. Larson stated his representative approached Larson with the idea of purchasing a new tender/pumper with a commercial chassis that is a fleet line that could serve for two purposes through a consorteum for governing entities. Larson has been working with his representative to add additional options that would be specific to the needs of the Blackduck Fire Department. Larson stated the capital depreciation 10-year contract is entering its 9th year in 2023 earmarking $30,000/year for a new fire truck. Larson stated the purchase of this dual purpose fire truck for $361,250 would be paid for with that capital depreciation fund plus the special equipment fund the Fire Relief has been setting funding aside into. Larson stated getting into a new truck is needed and will save the fire protection area funding in the future.

Mayor Gullette asked Larson to explain how the dual purpose fire truck serves two purposes. Larson stated the department is getting ready to replace a chassis on one of their tanker trucks; this truck will provide the department with another front line truck to work with the 1996 Pierce providing the department with a second automatic chassis water truck. Larson stated this will provide the department with another 2100 gallon truck instead of replacing one of the existing trucks. Larson further stated this truck will be another front-line engine for the department (tender/pumper) which the department really needs another dependable front-line truck.

Regas stated the reason for the special meeting is to approve entering into the purchase agreement now so that delivery is months rather than years. Larson stated these trucks don't even have VIN numbers that are being committed to, and need government commitment to move forward.

Regas further stated the 10-year fire contract would fund $300,000 for a new truck; noting Chief Larson did not believe an option of this nature was possible until just recently and would be far less than a new truck was to be considered when the contract began. Regas stated the addition of the tanker/pumper could assist the department in having the ISO re-evaluated for the property owner's insurance ratings.

Anderson asked if equipping the truck will be additional costs or will the department utilize existing equipment. Larson stated the truck will come with what the department needs on it except for an 800MHz radio and pay for programming.

Anderson asked if the 10-year fire contract will be renewed in another year or two. Larson stated he will present the renewal option to the towns/cities showing what the funding can do for the department, and noted it is the decision of the towns/cities. Larson further stated a purchase of this level is a mile-stone for the department and will be a 50-year truck for the fire area. Regas stated the meetings of the towns/cities is twice annually and the conversations of the contract renewal has already come up. Regas invited anyone to the meeting that will take place Thursday, August 25th @ 6pm.

Councilor Fredrickson asked for confirmation that the purchase of this tanker/pumper will compliment and assist the department with tankers that nearing their end of life. Larson stated the one tender that will have a replacement chassis next year will continue in the fleet and the other water tender is a manual transmission and will keep it in service where the new one will be out first.

Mayor Gullette called for additional questions.

There were no further questions.

Laurie Hamilton moved to enter into a purchase agreement with MacQueen Equipment LLC for a Fire Freightliner Tender Pumper for $361,250 Donald Johnson seconded the motion.

Carried 5 to 0

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

4. ADJOURNMENT

a.

Ronald Fredrickson moved to adjourn the special meeting at 6:24pm Laurie Hamilton seconded the motion.

Carried 5 to 0

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

City Administrator, Christina Regas

Maxwell Gullette, Mayor

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MINUTES
Council - Work Session Meeting

7:00 PM - Monday, August 22, 2022
City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Monday, August 22, 2022, at 6:25pm, 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, Councilor Laurie Hamilton, and Council member Ronald Fredrickson
COUNCILORS EXCUSED:	
STAFF PRESENT:	Fire Chief Brian Larson, City Administrator Christina Regas, and Public Works Director Mike Schwanke
OTHERS PRESENT:	Brody Klegstad, Krissy Krueth, Daryl Lundberg, Mary Salmonson, Cameron Koenen, Eric Charlie Anderson

1 CALL TO ORDER

a) Roll Call
Regas took roll call of those present to the work session.

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

2 APPROVAL OF AGENDA

a)

Laurie Hamilton moved to approve the agenda as presented Nicholas Seitz seconded the motion.

Carried 5 to 0

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

3 OLD BUSINESS

a) Public Works / Public Safety Facility Updates
Regas provided the city council with updates on the public works / public safety facility and took questions on field report and progress meeting #5 minutes.

There were questions on the report or meeting minutes.

Regas provided the city council with cost proposal for electrical disconnect and change order 3. Regas noted the electrical inspectors notes require 2 electrical disconnects instead of 1 as although the building is one structure there are 2 entities. Councilor Johnson stated how he cannot understand how continued change orders can continue to come in after the enormous amount of engineering plans. Councilor Hamilton stated it made sense to her to have two entities have separate disconnects in case the building has to be shut down.

Nothing further.

b) Downtown Redevelopment Project - Updates

Regas reported on the property lines during the public hearing and how the 1.87 feet should be conveyed to the Theater owner after the parcel combination. Regas further stated the project is going well despite the surprises that have been uncovered during the demo. Councilor Fredrickson asked for clarification on the 'finishing' of the Theater walls is a city expense. Regas stated it was agreed upon to be a city expense and will send plans to Fredrickson after the work session.

Mayor Gullette asked if the timeline has a closer end date. Regas stated the end of August was the original date and Dobmeier and his team are close to that date.

c) City Sales Tax

Regas reported that unless the legislature held their special session by today's date the City of Blackduck would not make their deadline for meeting notice for an emergency meeting and talk of a special session is very slim. Regas provided a letter from the League of MN Cities sharing how other cities are awaiting the government to go back to work and not seeing much action. Nothing further.

d) Kitchigami Regional Library Capital Appropriation Project - Updates & Resolution Draft to consider September 6, 2022

Regas provided to the board the letter of intent to purchase signed by both parties and a draft of a resolution to adopt on September 6 to sell the existing library facility.

Anderson asked if the city is already agreed to purchase the old Wells Fargo bank building. Regas stated that at this point the city has sent a letter of intent to the board of directors to purchase the building. Regas stated a purchase agreement has not been signed to date.

Anderson asked what the purchase price of the building will be. Regas stated $120,000.

Anderson asked what the old library building will be sold for. Regas stated that has yet to be determined.

Anderson asked if the city has a buyer for the old library building. Regas stated not at this time.

Anderson stated the city council needs to understand the bank building is prime real estate and that will never be taxed again if the city takes possession. Anderson noted how the new public works facility that is going up already has additional expenses on the tax payers and asked how the council can allow the residents to continue to pay the highest tax rate in the state. Anderson stated it might take 10-20 years to sell that bank building. Anderson stated the city is forcing the individuals to pay higher taxes by taking prime real estate off the tax roll.

Anderson asked what the taxes are on the bank building. Regas stated to her memory it was about $5,000 annually. Anderson stated to recoup that amount of

taxes the rest of the individuals are going to pay for it. Anderson stated Deerwood should lease it to the city. Anderson asked how the city is going to maintain the library if the county reduces their levy contribution.

Anderson stated that removal of that commercial property will force a lot onto the residents of this town. Anderson urges the city to seriously reconsider the purchase.

Mayor Gullette thanked Anderson for his comments.

Regas recommended Anderson contact the Blackduck Library Board member Miriam Osborn-Dougherty and discuss concerns with her.

Councilor Fredrickson further stated the letter of intent is contingent on the sale of the existing library.

Regas further stated the capital appropriations from KRLS is to go toward renovating or building new library facility which is $65,000+ which will take up more than half of the asking price.

Anderson stated that year after year the taxes of the bank building is not on tax roll and the city will need to continue to fund a larger building.

Regas stated how the steering of this initiative has a lot of backing to provide more and better amenities to the public. Anderson stated managed correctly the golf course can make money; the liquor store can make money, but a library will not make money.
Salmonson stated the expansion is good for economic development.
Anderson closed by stating that Blackduck taxes are the highest in the state and that will hurt most residents if the bank building is taken off the taxes.

Salmonson stated these are all good points but it is short-sighted for the city not to take advantage of this opportunity.

Councilor Johnson stated his concern for the percentage the county is taking away from the levy. Regas stated that is not confirmed yet. Johnson stated that the Bemidji library would not be able keep their doors open if the county does not fund the levy request. Johnson further stated how buying a new building now scares him.

Nothing further.

e) Blackduck Limited DMV
Nothing to report.

f) City of Blackduck Property Annexation Process - Ordinance Draft to consider approval September 6, 2022
Regas supplied a draft of the ordinance to annex in the city property into the city. Councilor Fredrickson asked to confirm that the property that is to be annexed does not produce any tax revenue for the city. Regas confirmed but noted the cemetery brings in funding but not taxes. Nothing further.

g) April 22 - June 15, 2022 Disaster DR - 4659 - HSEM & FEMA Declaration - update
Regas summarized a meeting with HSEM for the DR - 4659 noting the process of reimbursement of the declaration has started. Regas stated in the next 30 days a damage inventory must be completed including any further sites that have damage. Regas reports the city has 6 months from July 13, 2022 (declaration date) to complete all the emergency work and 18 months to have all permanent work completed.

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Regas asked for the council to report to Schwanke or her office for additional sites to be added to the inventory.
Regas further reports this declaration funding covers public entities not private.

Nothing further.

4 NEW BUSINESS

a) City of Blackduck Police Department - Avoiding Racial Profiling Policy - POST Board required language revisions
Regas provided revisions from the MN POST board for an existing police department policy and reported the policy will be in the consent agenda for final approval in September.

b) Your HomeTown Hemp Company - Klegstad & Krueth
Brody Klegstad and Krissy Krueth from Your Hometown Hemp Company presented their manufacturing business in the City and discussed current laws in Minnesota and answer questions on edibles that have recently become legal.

Klegstad stated their business began as topical saves and just recently past tests and began producing edibles. Klegstad provided samples of their product for view of those in attendance to the meeting.

Mayor Gullette asked if there was an interest in purchasing their product could he in Blackduck. Krueth stated right now it is only online available and not sold in stores in Blackduck. Klegstad stated selling their product in their facility conflicts with their manufacturing part of the business so as a rule they do not sell their product from their facility.

Mayor Gullette asked if the city could sell their product in the city liquor store and noted that it would be a safer place to sell it noting the age limit.

Klegstad and Krueth answered several questions from the public and the council thanked them for having their business in Blackduck.

5 ADJOURNMENT

a)

Ronald Fredrickson moved to adjourn the work session at 7:45pm 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

BLACKDUCK FINANCE COMMITTEE MEETING

THURSDAY, AUGUST 25, 2022 @ 2PM

BLACKDUCK CITY HALL 8 SUMMIT AVE. E.

CALL TO ORDER: The Finance Committee for the City of Blackduck met in a scheduled work session in council chambers at City Hall at 2:00PM on August 25, 2022.

Roll Call
Councilors present: none

Councilors Absent: Councilor Seitz

Staff Present: City Administrator, Christina Regas, Public Works Supervisor Mike Schwanke

The meeting was called to order at 2:00pm the Pledge of Allegiance was not recited.

Regas reviewed action items and key points from previous meeting held on August 11, 2022.

Topics covered in the work session were as follows:

General Fund Budget 2023

Wage proposals - Regas provided the committee with updated wage scales to include the 2023 DOL increase of $.26 and increases to 2023 wage budgets for general fund departments.

Healthcare Premiums – Regas reported increase to Medica healthcare plans are $30.88/person/month with Healthcare Savings Account (Annual Deductible) to remain the same at $3,200 /person/month. Minimum affect to department budgets.

Department Budgets drafted – the committee discussed the proposed budgets of the following departments not completed at last meeting:

1. Administration – up 9.41% over 2022
2. Police – up .10% over 2022
3. Fire – up 2.27% over 2022
4. Government Buildings – up 7.52% over 2022
5. Library – up 42.26% over 2022 – special considerations for acquiring new facility

Key Departments Budget highlights from above:

Administration – increase in budget due to contracted services from Ehlers for annual TIF reporting; LMC dues; cell phone stipends; accounting services; and payroll

Police – increase is flat less than $250; no budgeted depreciation for Police Squad; healthcare costs for PERA requirement of past employee; increase to workers compensation insurance

Fire – increase is $2,305; increase to workers compensation insurance; heating and electricity costs; radio and communications expenses
Government buildings – increase of $1,130 – increase to electricity budget line and property insurance

Library – increase of $11,029 – increase budget to allow for estimated closing costs & taxes for sale/purchase of buildings. *(At the time of the meeting discussion around contribution from Beltrami County still pending – potential additional funding to the levy to make up budget and to gap finance purchase of old bank building if local library board isn't fundraising)*

General fund Revenue Highlights –

1. LGA – confirmed increase - $290,392 ($6,655)
2. ARP funding use – budgeting for admin & police budgeted - $15,000
3. Liquor Transfer – reduced to $50,000 to provide for reduced revenue in 2022 *(at time of meeting liquor budget not drafted – liquor expansion debt will begin in 2023 budget – this transfer to general fund amount could change)*

Proposed Levy at $363,654 with $49,173 going towards debt commitment and remaining to general fund = 6.2% increase over 2022. Regas noted interim interest for interim financing of new facility is a cash contribution from reserve funding only – cannot be levied in 2023.

Next meeting of committee is September 8, 2022 @ 3pm.

ADJOURN – Finance Committee adjourned their work session at 2:41pm.

_____ _____

Christina Regas, City Administrator Maxwell Gullette, Mayor

BLACKDUCK FIRE DEPARTMENT
AND FIREMEN'S RELIEF ASSOCIATION
FIRE PROTECTION/RESCUE 218-835-4803 NON EMERGENCY ORGANIZED IN 1901
P.O. BOX 380 BLACKDUCK, MN

TOWNSHIP BUDGET MEETING BLACKDUCK CITY HALL THURSDAY, AUG. 25, 2022 6:00PM

MEETING MINUTES

The Blackduck Fire Department Chief Brian Larson held the Budget Meeting of Parties in City Hall on August 25, 2022.

The Annual Meeting was called to order at 6:00pm.

Roll Call was taken by City Administrator Christina Regas those present included: City of Blackduck Administrator Christina Regas; Rob Ingersoll of Hagali Township; Jerome Geerdes of Birch Township; Bev Klein of Taylor Township; Maxwell Gullette of Blackduck, Daryl Lundberg of Summit Township, and Fire Chief Brian Larson a quorum was established of 53%.

City/Townships Absent: Hines, Hornet, O'Brien, Tenstrike, Funkley, Langor, and Moose Park Township

1. **OLD BUSINESS –**
   a. **2022 ACTUAL EXPENDITURES –** Fire Chief Larson requested questions on the 2022 actual expenditures line items. The following updated YTD expenditures had clarifications by Regas:
      i. Uniform budget – Hagali asked if the budget line goes over is there a 'cushion' to cover for the purchase of turnout gear. Larson reported the budget is set to cover 2-3 sets per year; in 2021 3 sets were ordered but did not come in and invoiced until 2022. Hagali asked if there is enough in the budget to cover the budget when that happens. Larson stated that was not planned for. Regas stated 5 sets are paid out from 2022 budget but there is funding to cover the budget. Regas further stated the general fund budget would cover any overages before the next year's budget revenue is received by the townships. Gullette asked if the budget line should be increased. Larson stated the cost continues to increase on the gear and $5,000 will only cover 2 sets in the future but ordering gear in the late half of the year is more difficult. Larson stated the last time all turnout gear was completed turned over was 2007. Larson stated when the gear is two cycles out then it has a number of years to replace it regardless of how new it looks. Larson stated the department has 6 sets to replace still and should have that done in 2 years and then all the gear will be in compliance for another 12 years. Larson further stated that once all the turnout gear is in compliance the department will need to replace helmets which are also difficult to get in. Regas stated the only thing that could change the timing on the turnout gear is when new fire fighters are hired. Gullette asked if helmets should be in the budget too. Larson stated his priority is the turnout gear first and then to keep that budget line funded at $5,000 to allow for helmets.
      ii. Staffing – Hagali asked how the numbers of volunteers are at. Larson reported the numbers are sufficient at 19 volunteers and will be hosting a recruitment day in September. Larson stated emergency services staffing is hurting in all divisions. Hagali asked how many staff are always responding to calls. Larson stated during the day is a solid 6-7 volunteers and the number increases in the evening hours.
   b. **2023 BUDGET –** Chief Larson asked for questions regarding the 2023 budget.

i. Insurance increases – Regas reported the League of MN Cities Trust is anticipating increases from 5-15% in all insurance coverages and is budgeting for increases in all liability, property, automotive, and work compensation budget lines. Hagali asked does experience modification play in to the insurance costs. Regas stated each department is a little different in the City but the fire department work comp is also based on the population it serves. Regas further states the budget is audited on a fiscal year based on the previous 12 months and at calendar year-end the LMC Trust may provide a dividend back to the departments based on payroll and claims. Regas further stated the LMC Trust provides a lower premium if a high percentage of volunteers are non-smoking.

ii. Utility budget lines – Regas stated the department is budgeting increases in heating and electricity for 2023.

iii. Overall Increase – Regas reported the overall increase to the fire budget is + $2,305.

Motion by Hagali and seconded by Summit to approve the recommended 2023 Fire Department budget. Hagali stated the department and city do a remarkable job explaining the budget and how it is spent. Motion approved.

c. **2023 Payment –** Regas asked if there were further questions regarding the formula. There were no questions.

d. **Estimated Market Value by Town –** The townships present asked for a comparison of market value from 2021 to 2022. Regas reported the amount of increases by township. Nothing further.

e. **YTD 2022 FIRE DEPT. INCIDENT REPORT –** Larson took questions on the incident report from 2022. There were no questions on the incident report.

2. **NEW BUSINESS –**

a. **Questions from the Townships –**

i. Birch – What is the status of a replacement truck and the truck fund balance? - Larson announced the department has secured a marker with Pierce to build the department a 2023 Chassis Tender / Pumper – 2100 gallon tank with a 1250 gallon per minute pump – Larson stated it will be an engine that holds a lot of water. Larson stated the approval was on August 22 and the preliminary cost is $361,250. Larson stated the funding will be spent in 2023 and potentially delivered in May. Gullette stated it is about 2 years ahead of when a typical truck could be delivered. Larson stated there is a plant in Florida that assembles and puts them out. Larson stated when the rep for Pierce notified Larson he had one it sold and was 'taken or committed' in two days. Gullette stated it is earmarking the price now and receiving it later. Geerdes stated the department has stated how the truck could cost up over $400,000 to get but now this is better. Larson stated the truck will be able using 9 years of the 10-year contract. Larson stated the truck is an automatic transmission and like having two trucks in one a fire engine and a tanker and it will be utilized for both reasons. Larson stated it will fill a void

because it gives the department another front-line truck and the department must keep another truck in town – now that can be done and there will always have a truck around. Larson stated he will still ask the townships to renew the 10-year contract to

provide the department a better future. Geerdes asked if it will fit in the fire hall – Larson stated it will fit in the large section of the building. Larson stated the demand is nationally for trucks because there are several departments that replace their trucks every 5 years – their custom plant is in Canosia, Wisconsin and there is a satellite in the cities and they are 20-30 months behind on custom orders. Larson stated their department will have this truck for up to 25 years.

3. **OTHER BUSINESS –** No other business discussed.

Motion by Blackduck and seconded by Hagali Township to adjourn the meeting at 6:53pm. Motion passed.

Meeting minutes submitted by Christina Regas City of Blackduck Administrator.

September 6, 2022

FUND	Deerwood Checking BEGINNING BALANCE	Bill Report through 09/05/2022	Deerwood Checking ENDING BALANCE	Deerwood First Preferred Savings BEGINNING BALANCE	Deerwood First Preferred Savings Bill Report through 09/05/2022	Deerwood First Preferred Savings ENDING BALANCE	Total Balance of all Accounts
GENERAL (101)	$117,980.81	$10,764.06	$107,216.75	$124,607.80	$0.00	$124,607.80	
POLICE RESTRICTED CASH	$31,129.09	$0.00	$31,129.09	$0.00	$0.00	$0.00	
CEMETERY (201)	($3,589.43)	$1,888.18	($5,477.61)	$2,505.87	$0.00	$2,505.87	
PERPETUAL CARE (202)	$11,688.48	$0.00	$11,688.48	$53,418.01	$0.00	$53,418.01	
SEWER MAINTENANCE	$0.00	$0.00	$0.00	$59,818.49	$0.00	$59,818.49	
SEWER REPLACE.	$0.00	$0.00	$0.00	$53,998.86	$0.00	$53,998.86	
SCDP REVOLVING LOAN FUND	$0.00	$0.00	$0.00	$1,333.32	$0.00	$1,333.32	
FIRE DEPT RESERVE (TruckFund)	$0.00	$0.00	$0.00	$319,457.18	$0.00	$319,457.18	
PINE TREE PARK (209)	$25,743.33	$3,140.40	$22,602.93	$15,000.00	$0.00	$15,000.00	
WATER SINKING FUND	$0.00	$0.00	$0.00	$161,795.38	$0.00	$161,795.38	
PUBLIC WORKS RESERVE FUND	$0.00	$0.00	$0.00	$12,919.39	$0.00	$12,919.39	
Fire Dept Special Equip Fund (216)	$414,352.13	$0.00	$414,352.13	$26,451.92	$0.00	$26,451.92	
2018 Revolving Loan Fund (250 - NEW)	$0.00	$0.00	$0.00	$199,049.22	$0.00	$199,049.22	
2006 GO BOND (307)	$37,701.30	$0.00	$37,701.30	$33,368.75	$0.00	$33,368.75	
2009A Refunding Bond (309)	$46,751.80	$0.00	$46,751.80	$13,942.37	$0.00	$13,942.37	
2011 Industrial Lane IntraLoan (311)	$7,002.26	$0.00	$7,002.26	$0.00	$0.00	$0.00	
2014A Disposal System Loan (314)	$22,983.79	$0.00	$22,983.79	$0.00	$0.00	$0.00	
2017A Disposal System Project/Sum/Main	$33,281.20	$0.00	$33,281.20	$0.00	$0.00	$0.00	
2017A Disposal Sys Loan (317)	$15,777.92	$0.00	$15,777.92	$0.00	$0.00	$0.00	
2017 PFA Debt Sys Bond Debt Service (320)	$56,489.84	$0.00	$56,489.84	$0.00	$0.00	$0.00	
2018 Frontage/Pine Ave Internal Loan (325)	$14,516.07	$0.00	$14,516.07	$0.00	$0.00	$0.00	
TAX INCREMENT FINANCING (376)	$123,728.31	$0.00	$123,728.31	$0.00	$0.00	$0.00	
Blackduck HRA Fund (210)	$8,444.65	$0.00	$8,444.65	$0.00	$0.00	$0.00	
2022 CIP Project Fund (380) *PW/PS Facility*	$1,280,444.97	$0.00	$1,280,444.97	$0.00	$0.00	$0.00	
Capital Project Fund (401) *for city projects*	$32,966.10	$0.00	$0.00	($56,028.84)	$200.00	$0.00	
WATER FUND (601)	$114,666.07	$6,209.97	$108,456.10	$0.00	$0.00	$0.00	
SEWER FUND (602)	$64,970.76	$5,087.79	$59,882.97	$0.00	$0.00	$0.00	
LIQUOR FUND (609)	$142,477.57	$76,530.22	$65,947.35	$0.00	$0.00	$0.00	
LIQUOR RENT FUND	$9,581.64	$0.00	$9,581.64	$0.00	$0.00	$0.00	
GOLF COURSE (613)	($151,801.51)	$8,920.45	($160,721.96)	$0.00	$0.00	$0.00	
Total:	**$2,457,287.15**	**$112,541.07**	**$2,311,779.98**	**$1,021,637.72**	**$200.00**	**$1,021,437.72**	**$3,333,217.70**

Transfer Recommended:

Fund Transfer from:	Fund transfer to:	Reason:	Amount of Transfer:

2022 Bond Payments:	Principal:	Interest:	Fees:	Total:

CITY OF BLACKDUCK

Monthly Bills

August 2022

Check Name	Amount
Fund 101 GENERAL FUND	
Marco Technologies LLC	$545.31
ACME Tools	$92.22
AMERIPRIDE LINEN & APPAREL	$138.89
ARVIG ENTERPRISES INC.	$9.42
BELTRAMI ELECTRIC COOP	$1,961.25
BLACKDUCK AUTO PARTS, INC	$80.08
BLACKDUCK CO-OP	$60.00
BLACKDUCK LEEVERS FOODS	$63.15
BONDED LOCK & KEY	$23.85
EARL F. ANDERSON, INC	$360.75
EHLERS AND ASSOCIATES	$2,080.00
FORUM COMMUNICATIONS CO	$37.49
FRONTIER REPAIR	$23.47
LEAGUE OF MINNESOTA CITIES	$1,140.00
NORTHWOODS LUMBER CO	$336.69
PAUL BUNYAN COMMUNICATIONS	$484.36
RATWIK, ROSZAK & MALONEY, P.A.	$375.00
ROGER'S TWO WAY RADIO	$84.00
T & K ROLLOFFS	$462.07
TIMBERLINE SPORTS, INC	$887.09
VAN IWARRDEN ASSOCIATES	$1,100.00
VERIZON WIRELESS	$418.97
Fund 101 GENERAL FUND	$10,764.06
Fund 201 CEMETERY FUND	
BLACKDUCK AUTO PARTS, INC	$395.33
BLACKDUCK CO-OP	$239.06
NORTHWESTERN SURVEYING	$1,250.00
NORTHWOODS LUMBER CO	$3.79
Fund 201 CEMETERY FUND	$1,888.18
Fund 209 PINE TREE PARK FUND	
BELTRAMI ELECTRIC COOP	$566.23
BEMIDJI PAPER	$827.56
DOBMEIER EXCAVATING	$350.00
ERIC COLLMAN	$22.00
LOSSING EXCAVATING	$168.00
NORTHWOODS LUMBER CO	$79.18
PINNACLE MARKETING GROUP	$637.50
QUILL CORPERATION	$489.93
Fund 209 PINE TREE PARK FUND	$3,140.40
Fund 601 WATER FUND	
BELTRAMI ELECTRIC COOP	$798.55
BLACKDUCK AUTO PARTS, INC	$816.28
CORE & MAIN	$2,042.83
Hawkins, Inc	$1,315.29
MN DEPT OF HEALTH	$687.00
PAUL BUNYAN COMMUNICATIONS	$35.24
QUILL CORPERATION	$168.24
T & K ROLLOFFS	$346.54
Fund 601 WATER FUND	$6,209.97
Fund 602 SEWER FUND	
ARROW PRINTING	$133.39
BELTRAMI ELECTRIC COOP	$2,833.70
BLACKDUCK AUTO PARTS, INC	$923.17
BOGARTS REPAIR AND RECOVERY	$55.00
NORTHWOODS LUMBER CO	$29.99
RMB ENVIRONMENTAL LABORATORIES	$766.00
T & K ROLLOFFS	$346.54
Fund 602 SEWER FUND	$5,087.79
Fund 609 MUNICIPAL LIQUOR FUND	
AMERIPRIDE LINEN & APPAREL	$926.96
ASCAP	$549.57
BELTRAMI COUNTY SOLID WASTE	$4.24
BELTRAMI ELECTRIC COOP	$1,778.71
BEMIDJI COCA-COLA	$169.50
BERNATELLOS	$243.00
Bernick Companies	$12,141.19
BLACKDUCK LEEVERS FOODS	$4,484.13
BOBS ECONO PUMP INC	$210.00
Breakthru Beverage	$4,242.48
CROIX VALLEY FOODS	$227.75
DAHLHEIMER BEVERAGE BRAINERD	$92.80
D-S BEVERAGES, INC.	$13,998.56
EARL F. ANDERSON, INC	$118.80
GUARDIAN PEST CONTROL	$93.77
HEGGIES PIZZA LLC	$166.80
JOHNSON BROTHERS LIQUOR CO.	$3,716.47
MELISSAS CLEANING	$1,125.00
MIKINNON CO., INC	$9,391.75
NAYLOR REFRIGERATION & HTG.	$401.48
NEI BOTTLING INC	$1,017.67
NORTHOME TRUE VALUE	$400.00
NORTHWOODS ICE, INC	$1,319.10
NORTHWOODS LUMBER CO	$202.24
OLD DUTCH	$288.60

Check Name	Amount
PAUL BUNYAN COMMUNICATIONS	$330.58
PERFORMANCE FOOD SERVICE	$8,688.02
Phillips Wine and Spirits	$3,951.21
PINNACLE MARKETING GROUP	$79.00
QUILL CORPERATION	$259.35
Southern Glazer's of MN	$2,133.04
TOTAL TAP SERVICES	$75.00
US FOODs	$3,137.09
WASTE MANAGEMENT OF WI-MN	$485.46
WINE MERCHANTS	$80.90
Fund 609 MUNICIPAL LIQUOR FUN	$76,530.22
Fund 613 GOLF COURSE	
AMERIPRIDE LINEN & APPAREL	$286.01
ARVIG ENTERPRISES INC.	$3.00
BELTRAMI ELECTRIC COOP	$485.77
BEMIDJI COCA-COLA	$424.50
Bernick Companies	$270.90
BLACKDUCK CO-OP	$1,919.24
BLACKDUCK LEEVERS FOODS	$666.08
BOGARTS REPAIR AND RECOVERY	$26.49
D-S BEVERAGES, INC.	$346.00
GIOVANNIS FROZEN PIZZA	$675.50
HORNUNGS	$239.35
HUNTINGTON NATIONAL BANK	$489.00
JIM DANDY SNACK FOOD CO.	$108.00
JOHNSON BROTHERS LIQUOR CO.	$315.16
MIKINNON CO., INC	$80.00
MTI Distributing	$110.44
NEI BOTTLING INC	$934.60
NORTHWOODS ICE, INC	$75.60
NORTHWOODS LUMBER CO	$128.66
PAUL BUNYAN COMMUNICATIONS	$109.32
PINNACLE MARKETING GROUP	$79.00
QUILL CORPERATION	$49.39
THREAD CREATIONS	$490.05
TIMBERLINE SPORTS, INC	$222.97
TRUE NORTH EQUIPMENT	$93.49
VERSATILE VEHICLES, INC	$291.93
Fund 613 GOLF COURSE	$8,920.45
	$112,541.07

Sewer Fund

Year to Date Income Statement thru 08/31/2022

Sewer Operating Revenue:		Budget
Reimbursements	$21.17	$0.00
ARP Funding - Council Approved (non-budgeted items)	$7,116.88	$0.00
Interest Earnings	$326.77	$750.00
Sewer Sales	$136,397.75	$205,000.00
Farm Lease Agreement Revenue	$3,049.00	$6,098.00
Swr Penalty	$820.12	$1,500.00
Charges for Service	$2,825.00	$2,500.00
Total Sewer Revenues	**$150,556.69**	**$215,848.00**

Sewer Operating Expenditures:			Budget	Remaining
Full-Time Employees Regular	$49,673.36		$72,532.34	$22,858.98
Part-Time Employees	$2,148.01		$1,209.60	($938.41)
PERA	$3,886.60		$5,420.97	$1,534.37
FICA	$3,910.88		$6,937.55	$3,026.67
Employer Paid Health	$9,309.08		$14,080.54	$4,771.46
Office Supplies (GENERAL)	$29.77		$300.00	$270.23
Electricity	$19,224.48		$20,000.00	$775.52
Training and Instruction	$23.00		$1,000.00	$977.00
Operating Supplies (GENERAL)	$294.12		$600.00	$305.88
Motor Fuels	$2,017.48		$1,750.00	($267.48)
Lubricants and Additives	$0.00		$500.00	$500.00
Repairs/Maint Supply	$213.76		$1,000.00	$786.24
Equipment Parts	$0.00		$0.00	$0.00
Computer Supplies	$0.00		$850.00	$850.00
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	$3,502.00		$3,500.00	($2.00)
Construction Services - *PW/PS Facility City Contribution*	$52,714.91		$6,906.00	($45,808.91)
Architect Fees	$5,609.30		$9,633.00	$4,023.70
Legal Fees - for project	$191.25		$0.00	($191.25)
Testing/Analysis	$1,235.17		$1,500.00	$264.83
Other Professional Services	$3,835.00		$3,000.00	($835.00)
Telephone	$0.00		$500.00	$500.00
Postage	$600.00		$600.00	$0.00
Travel Expense	$364.34		$1,000.00	$635.66
Other Printing/Binding	$0.00		$0.00	$0.00
Freight and Express	$0.00		$0.00	$0.00
Legal Notices/Publications	$73.59		$0.00	($73.59)
General Liability Insurance	$2,175.84		$2,050.00	($125.84)
Property Insurance	$3,381.00		$3,000.00	($381.00)
Other Insurance	$0.00		$0.00	$0.00
Automotive Insurance	$0.00		$0.00	$0.00
Workers Compensation	$2,570.99		$3,500.00	$929.01
Unemployment Paid	$0.00		$0.00	$0.00
State Connection Fee	$0.00		$0.00	$0.00
Repairs/Maint Building	$0.00		$0.00	$0.00
Repairs/Maintenance Structure	$3,484.54		$10,000.00	$6,515.46
ARP Funding - Council approved	$7,116.88	*Lift Station repairs*	$0.00	($7,116.88)
Dues and Subscriptions	$4,138.42		$4,000.00	($138.42)
Improvements other	$2,340.32		$0.00	($2,340.32)
Refuse/Garbage Dispsal - *PW/PS Facility City Contribution*	$346.54		$0.00	($346.54)
Medical Fees	$0.00		$0.00	$0.00
Other Equipment (irrigator)	$0.00		$2,600.00	$2,600.00
Total Sewer Expenditures	**$184,410.63**		**$180,070.00**	**($4,340.63)**

		Budget	Remaining
2019 Micro Loan Principal	$10,000.00	$10,000.00	$0.00
2019 Micro Loan Interest	$527.27	$527.27	$0.00
Debt Srv Principal 2014 Go Bond	$3,000.00	$3,000.00	$0.00
Public Works/Police Facility	$0.00	$7,157.70	$7,157.70
Depreciation/Capital Outlay	$0.00	$25,000.00	$25,000.00
Total	**$13,527.27**	**$45,684.97**	**$32,157.70**
Net Total	**($47,381.21)**	**$225,754.97**	**$27,817.07**

Water Fund

Year to Date Income Statement thru 08/31/2022

Water Operating Revenue:		Budget:
Water Meter Sales	$2,033.34	$0.00
Health Dept Charges	$53.04	$2,994.00
Penalties and Interest	$0.00	$0.00
Water Sales	$138,256.62	$216,500.00
Water Connect/Reconnect Fee	$503.46	$1,500.00
Water Penalty	$852.43	$1,750.00
Interest Earnings	$502.90	$1,750.00
Reimbursements	$37.38	$0.00
Total Water Revenues	**$142,239.17**	**$224,494.00**

Water Operating Expenditures:	Year to Date	Budget	Remaining
Full-Time Employees Regular	$43,340.57	$67,628.40	$24,287.83
Full-Time Employees OT	$3,687.26	$2,000.00	($1,687.26)
Part-Time Employees	$2,440.77	$2,419.20	($21.57)
PERA	$3,710.20	$5,253.57	$1,543.37
FICA	$3,732.19	$5,358.65	$1,626.46
Employer Paid Health	$8,918.94	$13,497.29	$4,578.35
Office Supplies (GENERAL)	$0.00	$300.00	$300.00
Printed Forms	$0.00	$0.00	$0.00
Electricity	$10,296.62	$12,000.00	$1,703.38
Computer Supplies	$0.00	$850.00	$850.00
Training and Instruction	$0.00	$1,000.00	$1,000.00
Operating Supplies (GENERAL)	$830.24	$2,600.00	$1,769.76
Cleaning Supplies	$0.00	$0.00	$0.00
Motor Fuels	$1,453.88	$1,000.00	($453.88)
Lubricants and Additives	$0.00	$0.00	$0.00
Chemicals	$0.00	$0.00	$0.00
Chlorine	$5,003.28	$7,000.00	$1,996.72
Fluoride	$0.00	$1,000.00	$1,000.00
Repairs/Maint Supply	$1,119.38	$1,000.00	($119.38)
Equipment Parts	$0.00	$0.00	$0.00
Building Repair Supply	$0.00	$0.00	$0.00
Utility Maint Supply	$0.00	$0.00	$0.00
Small Tools	$0.00	$500.00	$500.00
Merchandise for Resale	$2,042.83	$750.00	($1,292.83)
Auditing and Acc't	$3,500.00	$3,500.00	$0.00
Legal fees - project	$191.25	$0.00	($191.25)
Architect/Legal Fees	$5,609.30	$9,633.00	$4,023.70
Testing/Analysis	$0.00	$0.00	$0.00
Construction Services - *PW/PS Facility C*	$52,714.90	$6,906.00	($45,808.90)
Professional Services	$195.00	$1,000.00	$805.00
Other Professional Services	$0.00	$1,000.00	$1,000.00
Telephone	$277.82	$500.00	$222.18
Postage	$810.30	$900.00	$89.70
Travel Expense	$107.47	$1,000.00	$892.53
Other Equipment Rentals	$0.00	$0.00	$0.00
Legal Notices/Publications	$187.68	$0.00	($187.68)
General Liability Insurance	$470.92	$400.00	($70.92)
Property Insurance	$3,016.00	$1,850.00	($1,166.00)
Workers Compensation	$2,097.77	$2,300.00	$202.23
Unemployment Paid	$0.00	$0.00	$0.00
Refuse/Garbage Disposal	$654.34	$310.00	($344.34)
State Connection Fee	$2,061.00	$2,994.00	$933.00
Repairs/Maint Building	$0.00	$0.00	$0.00
Repairs/Maintenance Structure	$3,179.70	$12,000.00	$8,820.30
Repairs/Maintenance Machinery	$432.73	$2,500.00	$2,067.27
Dues and Subscriptions	$3,683.00	$3,000.00	($683.00)
Uncolletable Checks/Bad Debt	$257.30	$100.00	($157.30)
Medical Fees	$0.00	$0.00	$0.00
Miscellaneous	$0.00	$0.00	$0.00
Bank Service Charges	$175.25	$150.00	($25.25)
Total Water Expenditures	**$166,197.89**	**$174,200.11**	**$8,002.22**

Other Water Expenditures:		Budget	Remaining
Transfer Fr Other Fund	$0.00	$0.00	$0.00
PFA Debt Service Principal	$0.00	$0.00	$0.00
PFA Debt Service Interest	$0.00	$0.00	$0.00
New Construction Intertest	$7,946.25	$7,157.70	-$788.55
Debt Service Bond Principal	$45,000.00	$45,000.00	$0.00
Debt Service Bond Interest	$16,297.25	$16,297.50	$0.25
Depreciation/Capital Outlay	$500.00	$10,000.00	$9,500.00
Total	**$69,743.50**	**$78,455.20**	**$8,711.70**
Net Total	**($93,702.22)**	**$252,655.31**	**$16,713.92**

Pine Tree Park

Year to Date Income Statement thru 08/31/2022

PTP Revenues -	2022	Beach	2021	2022 Budget
Reservation Fees	$866.00		$905.00	$1,000.00
Grants	$11,000.00		$11,000.00	$11,000.00
Camping Fees	$21,858.00		$22,578.00	$25,000.00
Other Revenue	$0.00		$0.00	$0.00
Contributions and Donations	$26,008.00	$26,008.00	$0.00	$0.00
Interest Earnings	$102.49		$168.08	$150.00
Total PTP Revenues	**$59,834.49**	**$26,008.00**	**$34,651.08**	**$37,150.00**

PTP Expenditures	2022 YTD	Beach	2021 YTD	2022 Budget	Remaining
Full-Time Employees Regular	$3,077.69		$2,717.33	$5,823.00	$2,745.31
Part-Time Employees Regular	$731.83		$632.63	$3,024.00	$2,292.17
PERA	$285.72		$251.31	$543.98	$258.26
FICA	$285.96		$248.42	$554.86	$268.90
Employer Paid Health	$539.98		$538.99	$810.47	$270.49
Office Supplies	$0.00		$0.00	$0.00	$0.00
Electricity	$2,248.92		$2,034.97	$3,500.00	$1,251.08
Operating Supplies (GENERAL)	$1,519.39		$539.63	$900.00	($619.39)
Cleaning Supplies	$0.00		$37.79	$0.00	$0.00
Motor Fuels	$684.45		$126.05	$1,300.00	$615.55
Repairs/Maint Supply	$214.05		$355.08	$750.00	$535.95
Equipment Parts	$68.98		$0.00	$200.00	$131.02
Other Professional Services	$650.00		$1,225.00	$1,750.00	$1,100.00
Postage	$0.00	$0.00	$0.00	$0.00	$0.00
Advertising	$637.50		$0.00	$1,000.00	$362.50
Other Printing/Binding	$0.00		$0.00	$0.00	$0.00
General Liability Insurance	$941.84		$389.04	$700.00	($241.84)
Property Insurance	$1,787.00		$1,648.50	$3,200.00	$1,413.00
Workers Compensation Insurance	$0.00		$0.00	$0.00	$0.00
Garbage	$1,287.80		$1,256.54	$1,750.00	$462.20
Repairs/Maint Building	$1,090.52		$0.00	$4,000.00	$2,909.48
Repairs/Maintenance Structure	$1,176.00		$6,031.11	$0.00	($1,176.00)
Improvements Other	$36,943.66	$36,943.66	$1,521.91	$500.00	($36,443.66)
Repairs/Maintenance Machinery	$836.13		$149.61	$1,500.00	$663.87
Other Equipment	$0.00		$7,770.88	$0.00	$0.00
Depreciation	$5,000.00		$0.00	$5,000.00	$0.00
Miscellaneous - Refunds	$243.00		$110.00	$0.00	($243.00)
Dues and Subscriptions	$435.00		$60.00	$375.00	($60.00)
Total PTP Expenditures	**$60,685.42**	**$36,943.66**	**$27,644.79**	**$37,181.31**	**($23,504.11)**
Net Profit	**($850.93)**	**-$10,935.66**	**$7,006.29**		
Total	**($850.93)**	**-$10,935.66**	**$7,006.29**		

Blackduck Municipal Golf Course
Year-To-Date Income Statement 08/31/2022

	Actual 2022 Sales	Revenue Budget	Cost of Goods	Gross Profit	Gross Margin	Budget	Remaining
Beer	$11,389.11	$8,000.00	$4,479.34	$6,909.77	60.67%	$3,400.00	($1,079.34)
Liquor	$3,325.99	$0.00	$3,491.59	($165.60)	-4.98%	$0.00	($3,491.59)
Soft Drinks	$4,779.62	$7,000.00	$4,466.29	$313.33	6.56%	$3,400.00	($1,066.29)
Food	$6,366.01	$3,500.00	$4,947.84	$1,418.17	22.28%	$1,000.00	($3,947.84)
Golf Merchandise & Clubs for Sale	$3,097.95	$3,000.00	$1,246.76	$1,851.19	59.76%	$1,500.00	$253.24
Clothing	$2,623.26	$3,000.00	$3,709.09	($1,085.83)	-41.39%	$1,000.00	($2,709.09)
Total	**$31,581.94**	**$24,500.00**	**$22,340.91**	**$9,241.03**	**29.26%**	**$10,300.00**	**($12,040.91)**

Charges for Services	*Actual 2022 Revenue through 9/5/2022/2022*	**Revenue Budget**
Green Fees	$53,838.44	$65,000.00
Membership Fees	$25,013.41	$25,000.00
Trail Fees	$465.54	$1,000.00
Cart Storage	$1,099.60	$3,000.00
Rentals (Clubs, Carts)	$1,089.45	$1,850.00
Power Carts	$31,204.59	$45,000.00
Clubhouse Rental	$1,217.46	$500.00
Kayak Rental	$288.04	$0.00
Golf Tournament Revenue	$3,464.80	$0.00
Total Charges for Services	**$117,681.33**	**$141,350.00**

Total Income $149,263.27

Less Operating Expense			**Budget**	**Remaining**
FT Wages		$11,804.13	$39,020.80	$27,216.67
PT Wages		$39,954.73	$62,556.68	$22,601.95
PERA		$2,438.66	$7,618.31	$5,179.65
FICA		$3,964.55	$7,770.68	$3,806.13
Employer Paid Health		$4,655.62	$11,504.40	$6,848.78
Office Supplies		$440.32	$0.00	($440.32)
Heating Fuel		$32.21	$0.00	($32.21)
Electricity		$4,134.76	$5,000.00	$865.24
Computer Supplies		$0.00	$350.00	$350.00
Training & Instructions		$0.00	$0.00	$0.00
Operating Supplies		$2,679.57	$2,200.00	($479.57)
Cleaning Supplies		$145.87	$0.00	($145.87)
Motor Fuels		$3,810.29	$3,500.00	($310.29)
Lubricants/Additives		$0.00	$0.00	$0.00
Chemicals		$6,055.73	$6,500.00	$444.27
Repair/Maint/Supplies		$2,355.40	$0.00	($2,355.40)
Equipment parts		$0.00	$0.00	$0.00
Building Repair supply		$874.57	$0.00	($874.57)
Small Tools/Equipment		$1,303.31	$0.00	($1,303.31)
Tires		$0.00	$0.00	$0.00
Auditing/Accounting		$0.00	$0.00	$0.00
Medical Fees		$588.00	$250.00	($338.00)
Legal Fees		$0.00	$0.00	$0.00
Dram		$0.00	$750.00	$750.00
Telephone		$729.64	$700.00	($29.64)
Cable Television		$0.00	$200.00	$200.00
Internet		$439.40	$300.00	($139.40)
Travel Expense		$55.90	$0.00	($55.90)
Other Equipment	*club house POS equipment*	$1,900.04	$0.00	($1,900.04)
Other Professional services		$124.00	$800.00	$676.00
Website Development & Maintenance		$1,761.00	$1,000.00	($761.00)
Sponsorship Expense		$1,909.32	$0.00	($1,909.32)
Postage		$0.00	$50.00	$50.00
Advertising		$0.00	$1,000.00	$1,000.00
Promotional Expenses		$2,623.64	$0.00	($2,623.64)
Liability Insurance		$3,414.17	$2,800.00	($614.17)
Property Insurance		$1,946.00	$2,600.00	$654.00
Work Comp		$1,302.45	$590.00	($712.45)
Unemployment -*charged for 2020 & 2021*		$8,609.66	$4,500.00	($4,109.66)
Insurance		$0.00	$0.00	$0.00
Garbage Disposal		$856.73	$900.00	$43.27
Repair/Maint Building		$698.19	$1,500.00	$801.81
Improvements other than Bldgs - Irrigation		$8,874.51	$8,000.00	($874.51)
Repairs/Maint Machinery		$8,441.12	$7,000.00	($1,441.12)
Maintenance Course		$3,149.57	$4,500.00	$1,350.43
Furniture & Fixtures		$148.24	$0.00	($148.24)
Motor Vehicles		$0.00	$0.00	$0.00

Club House renovations from BDC Donation *(see below)*	$15,875.43	$15,000.00	($875.43)
Other Equipment Rentals - Kayak purchase	$1,469.83	$0.00	($1,469.83)
Cart Shed Bond 2020	$6,118.00	$6,118.00	$0.00
Uncollectable Checks	$0.00	$0.00	$0.00
Dues and Subscriptions	$3,565.06	$2,500.00	($1,065.06)
Bank Service Charges	$2,156.52	$1,750.00	($406.52)
Cart Lease NEW 2021	$10,269.00	$14,670.00	$4,401.00
Club House Debt Principal 2012	$10,000.00	$10,000.00	$0.00
Club House Debt Interest 2012	$480.00	$480.00	$0.00
Equipment Bond Interest 2016	$1,213.00	$1,212.50	($0.50)
Equipment Bond Principal 2016	$13,000.00	$13,000.00	$0.00
Total Expense	**$184,564.01**	**$248,191.37**	**$51,823.23**

OPERATING INCOME OR LOSS **($57,641.65)**

Other Expenses		
Misc. Expenses	$90.00	
Equipment - Gator	$0.00	
Gift Certificates / Discounts	$2,486.82	
Capital Improvements	$0.00	
Transfer to General	$0.00	
Cash Short - discounts for punch cards & savings cards	$1,255.53	
Total Other Expenses	**$3,832.35**	

Other Income		
General Property taxes	$9,317.67	
Transfer Fr Liq Str	$0.00	
Reimbursements	$608.20	
Donations and Contributions	$17,016.71	*BDC Renovation Donation & others*
Promotional Event Revenue	$7,666.19	
Cash Over	$64.98	
Sponsorship Revenue *(cart / tee box)*	$3,250.00	
Total Other Income	**$37,923.75**	

NET INCOME OR LOSS YEAR TO DATE **($23,550.25)**

Sales Comparison YTD	**2021 thru August**	**2022**	**+/- over prior year**
Green Fees	$42,842.15	$53,838.44	20.42%
Cart Rental	$30,521.13	$31,204.59	2.19%

YTD Comparisons:	**2021 thru August**	**2022**	**+/- over prior year**
Operating Revenue	$153,152.71	$187,187.02	18.18%
Operating Expense	$138,254.05	$210,737.27	34.40%
	$14,898.66	($23,550.25)	163.26%

Blackduck Municipal Liquor Store Income Statement
Year to Date Ending 08/31/2022

$593,069.03 *How much we paid for our inventory (expenses)*

	YTD Sales	Cost of Goods	Gross Profit		2022 Liquor Revenue Budget	
Liquor Sales Off-Sale	$200,006.78	$152,392.25	$47,614.53	23.81%	$300,000.00	
Beer Sales Off-Sale	$353,553.91	$276,526.23	$77,027.68	21.79%	$500,000.00	
Wine Sales Off-Sale	$33,362.00	$20,270.49	$13,091.51	39.24%	$50,000.00	
Other Sales On/Off-Sale	$15,375.58	$11,288.43	$4,087.15	26.58%	$14,500.00	
Liquor Sales On-Sale	$94,534.06	$18,727.39	$75,806.67	80.19%	$95,000.00	$43,694.17
Beer Sales On-Sale	$116,872.62	$24,417.34	$92,455.28	79.11%	$127,000.00	
Wine Sales On-Sale	$1,857.68	$549.44	$1,308.24	70.42%	$1,000.00	
Cigarette Sales	$47.99	$0.00	$47.99	100.00%	$0.00	
Clothing	$7,189.56	$5,781.84	$1,407.72	19.58%	$6,000.00	
Soft Drinks On Sale	$14,170.56	$8,568.03	$5,602.53	39.54%	$15,000.00	
Food Sales	$199,836.81	$117,636.16	$82,200.65	41.13%	$185,000.00	
		Our cost of inventory		GPM	$1,293,500.00	
Total	**$1,036,807.55**	**$636,157.60**	**$400,649.95**	**38.64%**		

Less Operating Expense	2022 YTD	Budget	Remaining
Wages FT	$141,130.14	$202,220.57	$61,090.43
Wages PT	$77,626.63	$64,493.68	($13,132.95)
PERA	$16,898.57	$19,891.07	$2,992.50
FICA	$19,675.32	$20,288.89	$613.57
Health Insurance	$38,982.63	$58,948.75	$19,966.12
Office Supplies	$762.50	$1,200.00	$437.50
Electricity	$13,515.48	$20,000.00	$6,484.52
Heating Fuel	$20,707.04	$3,500.00	($17,207.04)
Computer Supplies	$0.00	$0.00	$0.00
Training and Instruction	$1,698.00	$500.00	($1,198.00)
Operating & Bar Supplies	$29,052.39	$20,000.00	($9,052.39)
Cleaning Supplies	$78.33	$0.00	($78.33)
Bar Supply	$0.00	$0.00	$0.00
Building Repair Supplies	$98.57	$0.00	($98.57)
Mix Expense	$9,310.28	$7,000.00	($2,310.28)
Auditing /Acct'g Services	$6,500.00	$6,500.00	$0.00
Other Professional Services/Cleaning	$7,413.22	$4,400.00	($3,013.22)
Website Development	$1,087.00	$0.00	($1,087.00)
Telephone	$1,664.14	$2,000.00	$335.86
Postage	$500.00	$500.00	$0.00
Cable Television	$1,083.35	$1,500.00	$416.65
Internet Access	$729.60	$1,200.00	$470.40
Advertising	$300.00	$500.00	$200.00
Travel Expense	$235.80	$500.00	$264.20
Freight	$4,633.31	$5,000.00	$366.69
Legal Fees	$0.00	$0.00	$0.00
Promotions/Entertainment	$4,960.50	$3,000.00	($1,960.50)
Legal Notices	$0.00	$0.00	$0.00
Liability Insurance	$3,414.17	$2,800.00	($614.17)
Property Insurance	$6,647.00	$7,400.00	$753.00
Dram Shop/Liquor Liability	$4,157.00	$4,750.00	$593.00
Other Insurance	$0.00	$0.00	$0.00
Work Comp	$8,413.94	$5,200.00	($3,213.94)
Water Utility	$1,687.18	$2,700.00	$1,012.82
Garbage Disposal	$5,011.63	$6,000.00	$988.37
Catering Expense	$0.00	$500.00	$500.00
Repairs & Maintenance	$0.00	$0.00	$0.00
Repairs/Maintenance Building	$8,177.92	$10,000.00	$1,822.08
Uncollectable Checks	$85.13	$200.00	$114.87
Dues and Subscriptions	$3,688.79	$4,500.00	$811.21
Bank Service Charges	$12,772.56	$750.00	($12,022.56)
Furniture & Fixtures	$744.47	$6,000.00	$5,255.53
Office Equip & Furnishings (kitchen equipment)	$0.00	$0.00	$0.00
Construction Services - Close out for 2021 Project	$11,524.08	$0.00	($11,524.08)
Improvements Other than Buildings - remodel	$0.00	$0.00	$0.00
Building & Structures	$279.38	$6,000.00	$5,720.62
Medical Fees	$294.00	$350.00	$56.00
Assessment	$1,082.08	$1,300.00	$217.92
Obligation Debt - Remodel/Addition - Interest	$12,767.00	$13,405.47	$638.47
Other Equipment - Message board debt	$8,320.63	$15,022.88	$6,702.25
Total Operating Expense	**$487,709.76**	**$530,021.31**	**$42,311.55**

Inventory Expense **($43,088.57)**

NET INCOME OR LOSS **($43,971.24)** *(gross profit - expenses)*

Other Expenses		
Donations	***$6,600.00***	*2022 Budget - $4000.00*
Capital Outlay	$0.00	
Unemployment Paid	$631.50	
Cash Short	($131.68)	
Misc. Expense	$0.00	
Total Other Expenses	**$7,099.82**	

Other Income	
Reimbursements (NSF)	$1,519.16
Rent Income	***$10,678.00***
Vending Income	$2,376.65
Interest	$558.13
Catering Revenue	$1,127.35
Bank Service Fees Charged to customers	$12,592.36
Transfer from Liquor Rent Fund	***$10,000.00***
Cash Over	$5.23

Total Other Income	**$38,856.88**	
Gross Profit Before Transfers		**($12,214.18)**
Transfer to General Fund & Other Funds		$0.00
Net Profit After Inventory Exp & Transfers		**($12,214.18)**

Inventory On-Hand at 1/1/2022 after inventory total	$87,723.20
Inventory On-Hand at 08/31/2022	$99,112.96
Difference	$11,389.76

Sales Comparison Year to Date Ending 08/31/2022

	2020	2021	2022	% of Increase from 2021-2022
Off -Sale Liquor	$201,941.60	$187,180.22	$200,006.78	6.85%
Off-Sale Beer	$378,125.37	$366,083.74	$353,553.91	-3.42%
Off -Sale Wine	$31,235.03	$28,521.85	$33,362.00	16.97%
Total Off-Sale	$611,302.00	$581,785.81	$586,922.69	0.88%
On-Sale Liquor	$49,212.74	$69,734.20	$94,534.06	35.56%
On-Sale Beer	$63,228.71	$93,106.55	$116,872.62	25.53%
On-Sale Wine	$537.88	$1,082.04	$1,857.68	71.68%
Total On-Sale	$112,979.33	$163,922.79	$213,264.36	30.10%
Total On and Off Sale	**$724,281.33**	**$745,708.60**	**$800,187.05**	**7.31%**
Total Food Sales	$97,124.07	$132,860.35	$199,836.81	50.41%
Gross Liquor Store Sales Compa	$860,688.49	$922,116.19	$1,075,664.43	16.65%

CITY OF BLACKDUCK

Payments

Current Period: August 2022

Payment Batch DWDCCPMT081622 $1,282.73

Refer	51 *CARDMEMBER SERVICE -DEERW*	Ck# 011170 8/16/2022			
Cash Payment	E 101-45500-210 Operating Supplies (GEN	CHRISTINA REGAS			$182.53
Invoice 081622	8/16/2022				
Cash Payment	E 101-42200-580 Other Equipment	CHRISTINA REGAS			$444.58
Invoice 081622	8/16/2022				
Cash Payment	E 101-42200-580 Other Equipment	CHRISTINA REGAS			$240.40
Invoice 081622	8/16/2022				
Transaction Date	8/16/2022	DW Checking	10100	**Total**	$867.51
Refer	52 *CARDMEMBER SERVICE -DEERW*	Ck# 011170 8/16/2022			
Cash Payment	E 101-41400-210 Operating Supplies (GEN	SCHWANKE FOR REGAS - BATTERIES			$16.80
Invoice 08162022	8/16/2022				
Transaction Date	8/16/2022	DW Checking	10100	**Total**	$16.80
Refer	53 *CARDMEMBER SERVICE -DEERW*	Ck# 011170 8/16/2022			
Cash Payment	E 613-49830-271 Golf Accessories for Res	MISTY FRENZEL			$55.75
Invoice GOLF081622	8/16/2022				
Cash Payment	E 613-49830-271 Golf Accessories for Res	MISTY FRENZEL			$55.75
Invoice GOLF081622	8/16/2022				
Cash Payment	E 613-49830-580 Other Equipment	MISTY FRENZEL			$169.99
Invoice GOLF081622	8/16/2022				
Cash Payment	E 613-49830-210 Operating Supplies (GEN	MISTY FRENZEL			$24.64
Invoice GOLF081622	8/16/2022				
Cash Payment	E 613-49830-254 Pop Expense	MISTY FRENZEL			$92.29
Invoice GOLF081622	8/16/2022				
Transaction Date	8/16/2022	DW Checking	10100	**Total**	$398.42

Fund Summary

	10100 DW Checking
101 GENERAL FUND	$884.31
613 GOLF COURSE	$398.42
	$1,282.73

Pre-Written Checks	$1,282.73
Checks to be Generated by the Computer	$0.00
Total	$1,282.73

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 _____

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.
7/2022			7034.00	1406.80	1406.80			1406.80	(4.00)	1402.80

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.

1387.80
less 813
because of May
error #8

Final Council Approval for the Following

New / Rehired Employees:

Name:	Position:	Date of Hire:	Wage:
Chloe Lindner	Part-time Cook	7/15/2022	$12.00
Laurence Schultz	Part-time Off Sale Clerk	7/18/2022	$10.85
Sierra Sundvall	Part-time Seasonal Golf Clubhouse	9/6/2022	$10.85
Adam Jensen	Part-time Off Sale Clerk	8/22/2022	$11.50

City of Blackduck
AUG 0 8 2022

Another Initiative From
MMCDC
Midwest Minnesota

Christina Regas
City Administrator
City of Blackduck
8 Summit Ave NE
Blackduck, MN 56630

Dear Christina,

Please see the attached reporting documents for the Blackduck Townhomes. Pursuant to the Tax Increment Financing Agreement, the Owner Occupied Compliance Certificate and the Rental Compliance Certificate have been provided. If you have any questions about the enclosed documents, please feel free to contact my office at 218-847-3191 or by email, hhamlin@mmcdc.com, Thank you.

Sincerely,

H Hamlin

Heather Hamlin
Real Estate Development Specialist
Midwest Minnesota Community Development Corporation

Rental Compliance Certificate

The undersigned, Heather Hamlin, of Midwest Minnesota Community Development Corporation, does hereby certify that as of the date of this Certificate not less than 40% of the Rental Units in its housing project in Blackduck, Minnesota (the "Project") are occupied by individuals whose income is 60% or less of the Beltrami County median income and not less than 30% of the Rental Units in the Project are occupied by individuals whose income is 110% or less of the Beltrami County median income.

Dated this 3rd day of August, 2022.

MIDWEST MINNESOTA
DEVELOPMENT COOPERATION

By Heather Hamlin

Its: Real Estate Development Specialist

Owner Occupied Compliance Certificate

The undersigned, Heather Hamlin, of Midwest Minnesota Community Development Corporation does hereby certify that as of the date of this Certificate the sales of Owner Occupied Unites constituting a portion of its housing in Blackduck, Minnesota (the "Project") sold during the period covered by this Certificate were in compliance with the provisions of Section 3.4(1) and that the Developer has on file verification of gross income supporting this certification. The following addresses are the Owner Occupied Units covered by this Certificate:

Blackduck Townhomes
101, 103, & 105 Oscar Ave
Blackduck, MN 56630

Dated this 3rd day of August, 2022.

MIDWEST MINNESOTA COMMUNITY DEVELOPMENT CORPORATION

By: Heather Hamlin

Its: Real Estate Development Specialist

City of Blackduck

MAY 31 2022

Proposal

Dobmeier Excavating & Septic Service Plus

Karl Dobmeier
21440 Hines Rd NE
Hines, MN 56647
(218)368-2818
State Licence #3006

PROPOSAL SUBMITTED TO: City of Blackduck	PHONE	DATE: 5/31/22
STREET	JOB NAME	
CITY, STATE, ZIP CODE	E-MAIL ADDRESS	
Parcel ID#		

We hereby submit specifications and estimates for: Demo of 48 main St., 40 main St, & 32 main St All labor & Material To Remove Buildings and Fill Basements w/clay like material. Leaving Basement Walls Next to movie theater, main St., Anderson Fabric and partial walls along alley way as per #8 drawings. Concrete Floors to be Busted & left in place. Concrete Footings to Remain in place along w/ large poured concrete pieces, Poured in place Concrete Stair Case To Remain in place. At Grade concrete slab to Be Removed From 32 main. Black dirt & Hand Seed 75'x75' Area. Note: Damage to Tar behind Andersen's Fabric may occur. Option to Remove Tar and Replace W/ Crushed class 5 Granit Aprox 75'x75' (Add $2100.00)

Total $113,140.00

We Propose hereby to furnish material and labor -complete in accordance with the above specifications, for the sum of: dollars ($ 113,140.00)

Payment to be made as follows: $40,000 down, $40,000 End of July, $33,140 End of Aug.

Aprox. Start Date 7/5/2022, Aprox Completion date 8/31/2022

All material is guarenteed to be as specified. Electrical connection NOT included. All work to be completed in a workman like manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will be executed only upon written orders and will become an outstanding charge over and above the estimate. All agreements contingent upon strikes, accidents,or delays beyond our control. Owner to carry all neccesary insurance.

Authorized Signature: [signature]

Note: This proposal may be withdrawn by us if not accepted within 30 days

Acceptance of Proposal -The above prices, specifications, and conditions are herby accepted.You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: [signature]

Signature: [signature]

Date of Accceptance: 6-6-2022

Dobmeier Excavating
Septic Service Plus
21440 Hines Rd NE
Hines MN 56647
218-368-2818

NAME City of Blackduck DATE 8/17/22
ADDRESS PO Box 380
PHONE

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D

QTY.	DESCRIPTION	AMOUNT
	1000 gal Tank Removal From 40 main	3000 00
	TAX	
	TOTAL	3000 00

RECEIVED BY

2484

THANK YOU

All claims and returned goods MUST be accompanied by this bill.

ckduck
AUG 30 2022

Christince

CITY OF BLACKDUCK

Payments

Current Period: August 2022

Payments Batch MainStDEvpay3-82022 $38,240.00

Refer	18 *DOBMEIER EXCAVATING*	Ck# 000190E 8/30/2022			
Cash Payment	E 250-46600-300 Professional Srvs (GENE	Pay app 3 End of August 2022			$33,140.00
Invoice 073122	8/31/2022			Project 2021	
Transaction Date	8/30/2022	Deerwood Money M	10104	**Total**	$33,140.00
Refer	19 *DOBMEIER EXCAVATING*	Ck# 000189E 8/30/2022			
Cash Payment	E 250-46600-300 Professional Srvs (GENE	pay app 3.5 crushed granite & pipe disposal			$5,100.00
Invoice	8/31/2022				
Transaction Date	8/30/2022	Deerwood Money M	10104	**Total**	$5,100.00

Fund Summary

	10104 Deerwood Money M
250 2018 REVOLVING LOAN FUND	$38,240.00
	$38,240.00

Pre-Written Checks	$38,240.00
Checks to be Generated by the Computer	$0.00
Total	$38,240.00

BLACKDUCK POLICE DEPARTMENT
AVOIDING RACIAL PROFILING POLICY
MN STATUTE 626.8471, subd. 4
REVISED: SEPTEMBER 6, 2022
ISSUED BY: CITY ADMINISTRATOR

I. POLICY

It is the policy of the Blackduck Police Department to reaffirm our commitment to impartial policing and to reinforce procedures that serve to assure the public we are providing service and enforcing laws in a fair and equitable manner to all.

II. DEFINITION

Racial profiling has the meaning given to it in Minn. Stat. 626.8471, Subd. 2. which states:
"Racial profiling" means any action initiated by law enforcement that relies upon the race, ethnicity, or national origin of an individual rather than:
(1) the behavior of that individual; or
(2) information that leads law enforcement to a particular individual who has been identified as being engaged in or having been engaged in criminal activity.
Racial profiling includes use of racial or ethnic stereotypes as factors in selecting whom to stop and search. Racial profiling does not include law enforcement's use of race or ethnicity to determine whether a person matches a specific description of a particular subject.

III. PROCEDURES

A. Policing impartially, not racial profiling, is standard procedure for this agency meaning:

1. investigative detentions, pedestrian and vehicle stops, arrests, searches and property seizures by peace officers will be based on a standard of reasonable suspicion or probable cause in accordance with the Fourth Amendment of the United States Constitution and peace officers must be able to articulate specific facts, circumstances and conclusions that support reasonable suspicion or probable cause for investigative detentions, pedestrian and vehicle stops, arrests, nonconsensual searches and property seizures;
2. except as provided in paragraph **3.**, peace officers shall not consider race, ethnicity, national origin, gender, sexual orientation and religion in establishing either reasonable suspicion or probable cause; and
3. peace officers may take into account the descriptors in paragraph **2.** based on information that links specific, suspected, unlawful or suspicious activity to a particular individual or group of individuals and this information may be used in the same manner officers use specific information regarding age, height, weight, or other physical characteristics about specific suspects.

B. In an effort to prevent the perception of biased law enforcement peace officers shall:

1. be respectful and professional;
2. introduce or identify themselves to the citizen and state the reason for the contact as soon as practical unless providing this information will compromise officer or public safety;

3. ensure the detention is no longer than necessary to take appropriate action for the known or suspected offense;
4. attempt to answer any relevant questions the citizen may have regarding the citizen/officer contact including relevant referrals to other agencies when appropriate;
5. provide their name and badge number when requested, and
6. explain and/or apologize if it is determined the reasonable suspicion was unfounded (e.g. after an investigatory stop).

C. Supervisors shall ensure all personnel in their command are familiar with the content of this policy and are in compliance.

IV. DUTY TO REPORT

Every member of this department shall perform their duties in a fair and objective manner and are responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

V. VIOLATIONS

Alleged violations of this policy must be reported to POST in accordance with the reporting requirements in Minn. Stat. 626.8457.

Commented [CR1]: Updated language per revision July 2022

CITY OF BLACKDUCK

Valuation of
Other Postemployment Benefits (OPEB)
Under GASB Statement No. 75
Alternative Measurement Method
For Fiscal Year Ending December 31, 2022

Valuation Date: December 31, 2020
Measurement Date: December 31, 2021
Reporting Date: December 31, 2022

August 22, 2022

CITY OF BLACKDUCK

GASB 75 Valuation Report for Fiscal Year Ending December 31, 2022

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CITY OF BLACKDUCK

GASB 75 Valuation Report for Fiscal Year Ending December 31, 2022

Introduction

Purposes of the valuation

This report includes OPEB financial reporting information determined under Governmental Accounting Standards Board Statement No. 75 (GASB 75) for the City of Blackduck (the City). GASB 75 requires employers to provide details about their OPEB obligations.

The Important Notices section of this report discusses several considerations for this valuation and its results. We highly recommend that anyone relying on this valuation's content read the Important Notices so they understand the limitations of its results.

The language of this report includes a number of technical terms which have special meanings. The glossary at the end of the report is provided to enhance understanding of these terms; many of them are defined there.

Changes from the prior valuation

Changes to the plan provisions and assumptions reflected in this valuation are described towards the end of this report. The City has confirmed that there have been no significant changes in the plan provisions or census since the fiscal 2021 valuation.

Additional Information

To the best of our knowledge, this report is complete and accurate and all costs and liabilities under the plan were determined in accordance with the Alternative Measurement Method (AMM) prescribed by GASB 75 for employers with under 100 plan participants. Upon receipt of the valuation report, the City should notify us if you disagree with any information contained in the report or if you are aware of any information that would affect the results that has not been communicated to us. The report will be deemed final and acceptable to the City unless you immediately notify us otherwise.

The assumptions and methods are the responsibility of the employer. We have reviewed the assumptions and believe that they are reasonable estimates of future plan experience, both individually and in the aggregate.

For questions on the contents of this report, please contact Aaron Driessen at (612) 596-5967 or aarond@vaniwaarden.com.

Van Iwaarden Associates
100 South 5th Street, Suite 1900
Minneapolis, MN 55402
612.596.5960
www.vaniwaarden.com

August 22, 2022
L/D/C/R: 3/dmk/ajd/emk
v.08/17/2022

CITY OF BLACKDUCK

GASB 75 Valuation Report for Fiscal Year Ending December 31, 2022

Schedule of Changes in Total OPEB Liability and Related Ratios[1]

	Fiscal Year Ending[2]	
Total OPEB Liability	**12/31/2022**	**12/31/2021**
Service cost	$ 214	$ -
Interest	15,001	-
Differences between expected and actual experience[3]	(5,760)	754,805
Changes of assumptions	20,761	-
Changes of benefit terms	-	-
Benefit payments[4]	(9,930)	-
Net change in total OPEB liability	**20,286**	**754,805**
Total OPEB Liability - beginning of year	**754,805**	**-**
Total OPEB Liability - end of year	**$ 775,091**	**$ 754,805**
Total OPEB Liability - end of year	**$ 775,091**	**$ 754,805**
OPEB-eligible payroll for the measurement period	**$ 462,782**	**$ 624,986**
Total OPEB Liability as a % of eligible payroll	**167.5%**	**120.8%**

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

	1% decrease in Discount Rate (0.84%)	Current Discount Rate (1.84%)	1% increase in Discount Rate (2.84%)
Total OPEB Liability	$ 923,299	$ 775,091	$ 656,605

Sensitivity of the Total OPEB Liability to Changes in the Trend Rates

	1% decrease in Trend Rates	Current Trend Rates	1% increase in Trend Rates
Total OPEB Liability	$ 655,496	$ 775,091	$ 921,492

[1] The employer must disclose a 10-year history of the schedule of changes in Net OPEB Liability and related ratios.

[2] The City has elected to use the GASB 75 "lookback" method where assets and liabilities are measured as of the prior fiscal year-end, but applied to the current fiscal year.

[3] Due to the difference between expected and actual benefit payments during the measurement period ending 12/31/2021.

[4] Benefit payments equal $1,235 explicit subsidy payments to retirees and $8,695 implicit subsidy costs incurred during the measurement period ending 12/31/2021.

Calculation of OPEB Expense

		Fiscal Year Ending 12/31/2022	Fiscal Year Ending 12/31/2021
A.	Service cost	$ 214	$ -
B.	Interest cost	15,001	-
C.	Current period benefit changes	-	-
D.	Employee contributions	-	-
E.	Recognition of expected vs. actual experience	(5,760)	754,805
F.	Recognition of assumption changes	20,761	-
G.	**Total OPEB expense (sum of A. through F.)**	**$ 30,216**	**$ 754,805**

Summary of Deferred Outflows and Deferred Inflows

The GASB 75 Alternative Measurement Method requires immediate expense recognition of changes due to experience and assumptions. Only investment gains and losses are amortized, and this does not apply to unfunded plans. The only applicable deferred outflow for this plan is contributions between the measurement date and reporting date.

Under GASB 75 paragraph 44, employer contributions made after the December 31, 2021 Measurement Date and on or before the December 31, 2022 Reporting Date must be disclosed as Deferred Outflows of Resources (both explicit and implicit subsidies). We estimate that this will include $9,258 implicit subsidy costs incurred between the December 31, 2021 Measurement Date and the December 31, 2022 Reporting Date.

Projected Benefit Payments

Year Ending December 31	Implicit Subsidy	Explicit Subsidy	Total
2022	$ 9,258	$ 7,388	$ 16,646
2023	9,811	7,828	17,639
2024	10,347	8,255	18,602
2025	10,859	8,665	19,524
2026	11,342	9,051	20,393
2027	11,846	9,453	21,299
2028	12,372	9,873	22,245
2029	12,921	10,310	23,231
2030	13,494	10,767	24,261
2031	14,092	11,244	25,336

Summary of Valuation Methods

A. Liability Measurement Dates

GASB 75 requires the total OPEB liability to be measured as of a date no earlier than the end of the employer's prior fiscal year and no later than the end of the employer's current fiscal year, consistently applied from period to period. The City has elected to measure liabilities as of the end of the prior fiscal year.

GASB 75 requires that the total OPEB liability should be determined by (a) an AMM valuation as of the measurement date or (b) the use of update procedures to roll forward to the measurement date amounts from an AMM valuation as of a date no more than 30 months and 1 day earlier than the employer's most recent fiscal year-end. Liabilities in this report were calculated as of the valuation date and rolled forward to the measurement date using standard actuarial roll-forward techniques per GASB 75 option (b) above. We have not made any adjustments for events occurring after the measurement date.

Valuation date (census)	December 31, 2020
Measurement date (assets and liabilities)	December 31, 2021
Measurement period	January 1, 2021 to December 31, 2021
Reporting date (fiscal year end)	December 31, 2022

B. Cost Method

Liabilities are based on the Entry Age Normal level percent of pay cost method.

C. Amortization Methods

Investment Gains and Losses:
Each year's gain or loss is straight-line amortized over 5 years.

Effects of Assumption Changes and Experience Gains and Losses:
The GASB 75 AMM rules require that Net OPEB Liability changes resulting from demographic experience and assumption changes be recognized immediately in OPEB expense.

D. Funding Policy

Pay-as-you-go method.

E. Data Methods

The census data used in this report is the same data used in the updated fiscal 2021 GASB 75 valuation report dated April 20, 2022.

To the extent that census data was collected as of a date later than December 31, 2020, we have assumed that it is reasonably representative of the plan census on the valuation date and used it with only minor adjustments.

F. Covered Payroll

Covered OPEB-eligible payroll information for the measurement year ending December 31, 2021 was provided by the City.

Summary of Plan Provisions and Valuation Assumptions

Discount rate	1.84%
Long-term expected investment return	N/A
Inflation rate	2.25%
Mortality	
General employees	From the July 1, 2021 PERA of Minnesota General Employees Retirement Plan actuarial valuation, Pub-2010 General mortality tables with projected mortality improvements based on scale MP-2020, and other adjustments.
Police & Fire	From the July 1, 2021 PERA of Minnesota Public Employees' Police & Fire Plan actuarial valuation, Pub-2010 Public Safety mortality tables with projected mortality improvements based on scale MP-2020, and other adjustments.
Healthcare cost trend rate	6.7% for FY2021, gradually decreasing over several decades to an ultimate rate of 3.7% in FY2074 and later years.

The liabilities calculated in this report are based on the same census data, plan provisions, assumptions, and methods described in the updated fiscal 2021 GASB 75 valuation report dated April 20, 2022, with the exception of the changes listed below.

A. Plan Provisions — No changes

B. Economic Assumptions

	Measurement Date	
	December 31, 2021	December 31, 2020
Discount Rate (Fidelity 20-Year Municipal GO AA Index rate for 20-year, tax-exempt municipal bonds)	1.84%	2.00%

C. Demographic and Other Assumptions — No changes

Important Notices

Purpose and Scope of the Valuation

This valuation has been prepared exclusively for the City and solely to provide GASB 75 accounting information. It is important to recognize that calculations performed for other purposes (such as benefit design, investment policy, or plan funding) may yield significantly different results. This report may not be used for any other purpose, and Van Iwaarden Associates is not responsible for the consequences of any unauthorized use. Its content may not be modified, incorporated into or used in other material, or otherwise provided, in whole or in part, to any other person or entity, without our permission.

Assumptions and Methods

Since modeling all possible future outcomes is not possible or practical, the valuation is based on a single set of data, assumptions, methods, and plan provisions which satisfy current GASB 75 accounting requirements. We may also use estimates or simplifications to model future events in an efficient and cost-effective manner, so long as we believe that these simplifying techniques do not affect the reasonableness of the valuation results.

The City is responsible for the assumptions, methods, and funding policies used to prepare the valuation. The assumptions used in this report are based on the Alternative Measurement Method assumptions and methods as outlined in paragraphs 224 - 226 of GASB 75. The liabilities in this report were prepared using actuarial valuation software programmed to follow the GASB AMM calculation methods. If the City is interested in analyzing the effect of different assumption sets on the valuation results, then we suggest a sensitivity analysis to be performed at a later date.

Measurement Changes

A valuation is only a snapshot of a plan's estimated financial condition at a single point in time. Future measurements may differ significantly from the current measurements presented in this report due to such factors as the following: retiree group benefits program experience differing from that anticipated by the assumptions; changes in assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in retiree group benefits program provisions or applicable law. Retiree group benefits models necessarily rely on the use of approximations and estimates, and are sensitive to changes in these approximations and estimates. Small variations in these approximations and estimates may lead to significant changes in measurements.

Valuations are extremely complex and it's possible that data, computer coding, and mathematical errors could occur during the valuation process. Errors in a valuation discovered after its preparation may be corrected by revising the current valuation or in a subsequent year's valuation.

Important Notices (continued)

Accuracy of Substantive Plan Information and Census Data

For purposes of this valuation, we have assumed that the City has validated our summary of the substantive plan provisions and has provided us with any relevant information on interpretation of the plan provisions and changes to the plan terms since the prior valuation.

The City is solely responsible for the validity, accuracy and comprehensiveness of this information. If any data or plan provisions supplied are not accurate and complete, the valuation results may differ significantly.

Impact of Legislative Changes

The legislative and regulatory environments have many implications for OPEB plans. Changes to current rules and implementation of new legislation are difficult to predict but could have a dramatic impact on the value of future plan benefits. These include changes to government medical programs, such as Medicare and the Affordable Care Act. Future changes to these programs will be reflected if/when they become law.

Glossary of Selected Terms

This section provides the definitions of applicable terminology in the valuation, with references to the Governmental Accounting Standards (GASB) No. 75.

Cost Method - the method used to allocate OPEB liability costs between past, current, and future years.

Discount Rate - the interest rate used to adjust liabilities and obligations for the time value of money.

Explicit Subsidy - OPEB expressly provided by employer.

Fiduciary Net Position - The value of assets reported by the plan/employer.

GASB Statement No. 75 - the Governmental Accounting Standards Board Statement Number 75 Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions.

Implicit Subsidy or Implicit Rate Subsidy - the difference between the actual and apparent cost of OPEB coverage. The actual cost for retirees is different than the average per-person premium for a blended active/retiree group or a retiree group in a pooled health plan. Plans in which retirees pay the average rate (the apparent cost) may give rise to an implicit rate subsidy: the employer pays the difference between the actual and apparent cost.

Long-Term Expected Investment Return - the assumed long-term return expected to be earned by the OPEB investments.

Measurement Date - the date as of which the Total OPEB Liability and Fiduciary Net Position (assets) are measured.

Net OPEB Liability - the difference between the accrued liability (Total OPEB Liability) and OPEB assets (Fiduciary Net Position).

Net Position Restricted for OPEBs - accounting terminology for OPEB plan assets.

Present Value of Benefits - the present value of all future projected benefits for the current participant group, if all assumptions are exactly met.

Reporting Date - the plan's or employer's fiscal year end.

Service Cost - the portion of the Present Value of Benefits which is allocated to the current year by the cost method.

Total OPEB Liability - the portion of the Present Value of Benefits which is not attributable to future service costs, i.e. the accrued liability.

Valuation Date - the date as of which liabilities are calculated. Liabilities may be "rolled forward" from the Valuation Date to the Measurement Date.

Payment Advice

To

Vendor ID: 0000201376
Vendor Location: 001
Vendor Name: BLACKDUCK CITY OF T
Vendor Address: PO BOX 380
BLACKDUCK, MN 56630-0380

Reference Information

Pay Cycle: DLYEFT
Pay Cycle Seq Number: 2808

Payment Information

Payment Reference: 0007577282
Payment Date: 08/16/2022
Payment Method: Automated Clearing House

Agency Code / Description	Contact Phone	Voucher ID / Payment Message	Invoice Date	Invoice Number	Customer Account	Paid Amt
R29 / DNR OMB	651/259-5575	FM 00797063	07/20/2022	0010-20-1A #2		4,434.16

Total: **4,434.16** **USD**

Private and Confidential

PURCHASE AGREEMENT

This Purchase Agreement (together with all attachments referenced herein, the "Agreement"), made and entered into by and between MacQueen Equipment, LLC, as Delaware corporation DBA MacQueen Emergency ("MacQueen"), and City of Blackduck, (customer) is effective as of the date specified in Section 3 hereof.

1. **Definitions**

   a. **"Product"** means the fire apparatus and any associated equipment furnished for the Customer by MacQueen, pursuant to the specifications.

   b. **"Specifications"** means the general specifications, technical specifications, orientation, and testing requirements for the Product contained in the MacQueen Proposal for the Product prepared in response to the Customer's request for proposal.

   c. **"MacQueen Proposal"** means the proposal provided by MacQueen attached as Exhibit C prepared in response to the Customer's request for proposal.

   d. **"Delivery"** means the date MacQueen is prepared to make physical possession of the Product available to the Customer.

2. **Purpose**

   This Agreement sets forth the terms and conditions of MacQueen's sale of the Product to the Customer.

3. **Term of Agreement**

   This Agreement will become effective on the date it is signed and approved by MacQueen's authorized representative pursuant to Section 22 hereof ("Effective Date") and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon the Customer's Acceptance and payment in full of the Purchase Price.

4. **Purchase and Payment**

   The Customer agrees to purchase the Product specified on Exhibit A for the total purchase price of $361,250.00 ("Purchase Price"). Prices are in US Funds.

   NOTE: Upon final inspection at the factory for pick-up or delivery, the customer will need to supply a "Certificate of Insurance" and "FULL PAYMENT" prior to release of the vehicle, unless prior arrangements for vehicle's release have been made.

5. **Future Changes**

   a) Various state or federal regulatory agencies (e.g. NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. In addition, any future drive train upgrades (engine, transmission, axles, etc.), or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. To the extent practicable, Company will document and itemize any such price increase for the Customer's approval before proceeding.

   b) Due to the volatility within the commercial chassis supply chain, commercial chassis suppliers are not able to meet their commitments for shipping chassis to our factories, nor are they honoring their quoted prices. Please be aware the commercial chassis quoted price is subject to change by the commercial chassis supplier at any time, without notice. Any increases in price will be passed directly to the end customer.

6. **Agreement Changes**

   The Customer may request that MacQueen incorporate a change to the Products or the Specifications for the Products by delivering a change order to MacQueen; provided, however, that any such change order must be in writing and include a description of the proposed change sufficient to permit MacQueen to evaluate the feasibility of such change ("Change Order"). Within seven (7) business days of receipt of a Change Order, MacQueen will inform the Customer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or Delivery resulting from such Change Order. MacQueen shall not be liable to the Customer for any delay in performance or Delivery arising from any such Change Order. A Change Order is only effective when counter-signed by MacQueen's authorized representative. Only the listed customer person(s) specified on Exhibit A may be able to authorize and sign the Change Order.

7. **Cancellation/Termination**

In the event this Agreement is cancelled or terminated by a party before completion, MacQueen may charge a cancellation fee. The following charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price after order is accepted and entered by MacQueen; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon any material requisition. The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. MacQueen endeavors to mitigate any such costs through the sale of such Product to another purchaser; however, Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by MacQueen upon sale of the Product to another purchaser, plus any costs incurred by MacQueen to conduct any such sale.

8. **Delivery, Inspection, and Acceptance**

   a. **Delivery**

   Delivery of the Product is scheduled to be within **May - June 2023** from the Effective Date of this Agreement. Risk of loss shall pass to Customer upon Delivery. Delivery shall be made and title shall pass upon Customer's complete fulfillment of its obligations arising under Section 4 hereof.

   b. **Inspection and Acceptance**

   Upon Delivery, Customer shall have fifteen (15) days within which to inspect the Product for substantial conformance to the material Specifications, and in the event of substantial non-conformance to the material Specifications to furnish MacQueen with written notice sufficient to permit MacQueen to evaluate such non-conformance ("Notice of Defect"). Any Product not in substantial conformance to material Specifications shall be remedied by MacQueen within thirty (30) days from the Notice of Defect. In the event MacQueen does not receive a Notice of Defect within fifteen (15) days of Delivery, Product will be deemed to be in conformance with Specifications and Accepted by Customer.

9. **Notice**

Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier:

MacQueen Equipment, LLC
1125 7th Street East
St. Paul, MN 55106

City of Blackduck
City Administrator Christina Regas
33 Margaret Ave, PO Box 380
Blackduck, MN 56630

10. **Standard Warranty**

The equipment sold herein will be manufactured by Pierce Manufacturing, Inc. and any warranties are attached hereto as Exhibit B and made a part hereof. Any additional warranties must be expressly approved in writing by Pierce's authorized representative and MacQueen.

   a. **Disclaimer**

   Other than as expressly set forth in this agreement, neither Pierce, its Parent Company, Affiliates, Subsidiaries, Licensors, suppliers, distributors, dealers, including without limitation, MacQueen, or other respective officers, directors, employees, shareholders, agents or representatives, make any express or implied warranties with respect to the products provided hereunder or otherwise regarding this agreement, whether oral or written, express, implied or statutory. Without limiting the foregoing, any implied warranty against infringement, and the implied warranty of condition of fitness for a particular purpose are expressly excluded and disclaimed. Statements made by sales representatives or in promotional materials do not constitute warranties.

   b. **Exclusions of Incidental and Consequential Damages**

   In no event shall MacQueen be liable for consequential, incidental or punitive damages incurred by Customer or any third party in connection with any matter arising out of or relating to this Agreement, or the breach thereof,

regardless of whether such damages arise out of breach of warranty, tort, contract, strict liability, statutory liability, indemnity, whether resulting from non-delivery or from MacQueen's own negligence, or otherwise.

11. Insurance

MacQueen maintains the following limits of insurance with a carrier(s) rated A- or better by A.M. Best:

Commercial General Liability Insurance:

Products/Completed Operations Aggregate:	$ 2,000,000
Each Occurrence:	$ 2,000,000

Umbrella/Excess Liability Insurance:

Aggregate:	$ 5,000,000
Each Occurrence:	$ 5,000,000

The Customer may request MacQueen to provide the Customer with a copy of a current Certificate of Insurance with the coverages listed above.

12. Indemnity

The Customer shall indemnify, defend and hold harmless MacQueen, its officers, employees, dealers, agents or subcontractors, from any and all claims, costs, judgments, liability, loss, damage, attorneys' fees or expenses of any kind or nature whatsoever (including, but without limitation, personal injury and death) to all property and persons caused by, resulting from, arising out of or occurring in connection with the Customer's purchase, installation or use of goods sold or supplied by MacQueen which are not caused by the sole negligence of MacQueen or Pierce.

13. Force Majeure

MacQueen shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond MacQueen's control which make MacQueen's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

14. Default

The occurrence of one or more of the following shall constitute a default under this Agreement:

(a) the Customer fails to pay when due any amounts under this Agreement or to perform any of its obligations under this Agreement; **(b)** MacQueen fails to perform any of its obligations under this Agreement; **(c)** either party becomes insolvent or become subject to a bankruptcy or insolvency proceedings; **(d)** any representation made by either party to induce the other to enter into this Agreement is false in any material respect; **(e)** the Customer dissolves, merges, consolidates or transfers a substantial portion of its property to another entity; or **(f)** the Customer is in default or has breached any other contract or agreement with MacQueen.

15. Relationship of Parties

Neither party is a partner, employee, agent, or joint venture of or with the other.

16. Assignment

Neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

17. Governing Law; Jurisdiction

Without regard to any conflict of law's provisions, this Agreement is to be governed by and under the laws of the state of Minnesota.

18. Facsimile & Electronic Verified Signatures

The delivery of signatures to this Agreement by facsimile transmission and/or electronic verified shall be binding as original signatures.

19. Entire Agreement

This Agreement shall be the exclusive agreement between the parties for the Product. Additional or different terms proposed by the Customer shall not be applicable, unless accepted in writing by MacQueen's authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by MacQueen's authorized representative.

20. Conflict

In the event of a conflict between the Customer Specifications and the MacQueen Proposal, the MacQueen Proposal shall control.

21. Additional Orders

Company, at its sole discretion, will allow the terms of this contract to be extended to both the Customer, as well as to other Municipal, State, or Federal agencies for similar unit(s). Company will allow tag on / additional orders for up to three (3) years from the date of contract execution. To facilitate pricing, Company will quote the original price plus manufacturer's price increases or Producer's Price Index (PPI) whichever is greater as it applies to either Fire Apparatus and/or commercial heavy truck industries. Additionally, any regulatory changes (NFPA, EPA, Engine Emissions, FMVSS, etc.) will also have to be added to the price as they become applicable. Change orders to the original specification will need to be authorized, signed, and accepted by Company. Any entity using this tag-on/additional orders program will be required to sign a new contract commencing the relationship. Additionally, if required by the Purchaser, any new tag-on / additional orders that require a "separate" Performance bond will be separately priced. This contract, including its appendices, embodies the entire agreement between the parties relating to the subject matter contained herein and merges all prior discussions and agreements. No agent or representative of Company has authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications of amendments of this agreement, including any appendices, must be in writing and executed by an authorized representative of each of the parties hereto. No surety of any performance bond given by Company to the Customer in connection with this Agreement shall be liable for any obligation of Company arising under the Standard Applicable Warranty.

22. Signatures

This Agreement is not effective unless and until it is approved, signed and dated by MacQueen's authorized representative.

Accepted and Agreed to:

MACQUEEN EQUIPMENT, LLC		CITY OF BLACKDUCK	
Signature:	Dale Trettel	Signature:	Max Gullette Jr.
Name:	Dale Trettel	Name:	Max Gullette Jr.
Title:	Director of Sales	Title:	Mayor
Date:	8/23/2022	Date:	8-22-22

Signature - Christina Regas
Name - Christina Regas
Title - City Administrator
Date. 8-22-22

EXHIBIT A – PURCHASE PAYMENT TERMS & CONDITIONS

MacQueen Equipment, LLC
1125 7th Street East
St. Paul, MN 55106

Customer Name City of Blackduck **Date** August 11, 2022

Quantity	Chassis Type	Body Type	Price per Unit
1	Frieghtliner**	BXT Tanker**	$361,250.00*

**Sourcewell Consortium Pricing, Member ID 96634.*

*****STOCK UNIT JOB 37567.***

PERFORMANCE BOND OPTION:

If a Performance Bond is required add $887.00 to the contract price. *Initial here to accept:* _____.

Only the below listed person(s) are authorized to make changes to product specifications on behalf of the Customer.

Name	Title
Christina Rebas	City Administrator
Brian Larson	Fire Chief

This contract is available for inter-local and other municipal corporations to utilize with the option of adding or deleting any Company available options, including chassis models. Any addition or deletion may affect the unit price.

"PAYMENT TERMS" 100% of contract price or any balance is due prior to vehicle(s) release at the Pierce Manufacturing Plant (Bradenton, FL).

"TAXES" Federal, State, and Local Taxes are not included in the contract price.

"LATE PAYMENT" A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first thirty (30) days. The late fee increases to .044% per day until the payment is received.

[NOTE: If deferred payment arrangements are required, the Customer must make such financial arrangements through a financial institution acceptable to MacQueen.] All taxes, excises and levies that MacQueen may be required to pay or collect by reason of any present or future law or by any governmental authority based upon the sale, purchase, delivery, storage, processing, use, consumption, or transportation of the Product sold by MacQueen to the Customer shall be for the account of the Customer and shall be added to the Purchase Price. All delivery prices or prices with freight allowance are based upon prevailing freight rates and, in the event of any increase or decrease in such rates, the prices on all unshipped Product will be increased or decreased accordingly. Delinquent payments shall be subject to a carrying charge of 1.5 percent (1.5%) per month or such lesser amount permitted by law. MacQueen will not be required to accept payment other than as set forth in this Agreement. However, to avoid a late charge assessment in the event of a dispute caused by a substantial nonconformance with material Specifications (other than freight), the Customer may withhold up to five percent (5%) of the Purchase Price until such time that MacQueen substantially remedies the nonconformance with material Specifications, but no longer than sixty (60) days after Delivery. If the disputed amount is the freight charge, the Customer may withhold only the amount of the freight charge until the dispute is settled, but no longer than sixty (60) days after Delivery. MacQueen shall have and retain a purchase money security interest in all goods and products now or hereafter sold to the Customer by MacQueen or any of its affiliated companies to secure payment of the Purchase Price for all such goods and products. In the event of nonpayment by the Customer of any debt, obligation or liability now or hereafter incurred or owing by the Customer to MacQueen, MacQueen shall have and may exercise all rights and remedies of a secured party under Article 9 of the Uniform Commercial Code (UCC) as adopted by the state of Minnesota.

THIS PURCHASE DETAIL FORM IS EXPRESSLY SUBJECT TO THE PURCHASE AGREEMENT TERMS AND CONDITIONS DATED AS OF August 11, 2022 BETWEEN MACQUEEN AND City of Blackduck (customer) WHICH TERMS AND CONDITIONS ARE HEREBY INCORPORATED IN, AND MADE PART OF, THIS PURCHASE DETAIL FORM AS THOUGH EACH PROVISION WERE SEPARATELY SET FORTH HEREIN, EXCEPT TO THE EXTENT OTHERWISE STATED OR SUPPLEMENTED BY MACQUEEN HEREIN.

Is Customer Name and Address listed on page 2 to be used on Certificate of Origin (CO)? ☒ Yes ☐ No
If not, please provide correct name and address to be listed on CO. _____

_____

Is there a lienholder? ☐ Yes ☒ No
If yes, please provide lienholder information. _____

_____

EXHIBIT B – PROPOSAL OPTION LIST WITH WARRANTIES

SEE ATTACHED PROPOSAL OPTION LIST Bid Number 1001, Stock 37567 Dated 8/11/2022 FOR ALL APPLICABLE OPTIONS AND WARRANTIES APPROVED WITH CONTRACT.

EXHIBIT C - PROPOSAL

SEE PROPOSAL FOR Bid Number 1001, Stock 37567 Dated 8/11/2022 .

Option List

8/11/2022

Customer:	Blackduck, City of	**Bid Number:**	1001
Representative	Corcoran, Dan	**Job Number:**	
Organization:	MacQueen Emergency Group	**Number of Units:**	1
Requirements Manager:		**Bid Date:**	08/10/2022
Description:	BXT, 2100 Gallon, Low Side, Waterous Pump 37567	**Stock Number:**	37567
Body:	Tanker, 2100 Gallon, Single Rear Axle, Low Side, BXT Program	**Price Level:**	42 (Current: 42)
Chassis:	Freightliner M2-106, 4x2 Single Rear Axle, BXT Tanker	**Lane:**	

Line	Option	Type	Option Description	Qty
1	0740763	SP	Tanker, BXT, 2100 GAL, LOW Compts,1250 Gpm CX Pump (SF-2209)	1
2	0766671		Boiler Plate, Tanker, w/Commercial Chassis	1
			Fire Department/Customer - Blackduck Fire Department Operating/In conjunction W-Service Center - Operating Miles - 300 Miles Number of Fire Dept/Municipalities - 5 Bidder/Sales Organization - MacQueen Emergency Delivery - Delivery representative Dealership/Sales Organization, Service - MacQueen Emergency	
3	0018257		Commercial chassis & Snorkel products	1
4	0584455		Manufacture Location, Bradenton, Florida	1
5	0584453		RFP Location: Bradenton, Florida	1
6	0588609		Vehicle Destination, US	1
7	0610783		Comply NFPA 1901 Changes Effect Jan 1, 2016, With Exceptions, Commercial Chassis	1
8	0545738		Mobile Water Supply Fire Apparatus, PMFD	1
9	0588617		Vehicle Certification, Tanker	1
10	0568412		Agency, Apparatus Certification, Pumper/Tanker, Third Party, PMFD	1
11	0536644		Customer Service Website	1
12	0766110		Consortium, Sourcewell	1
13	0537375		Unit of Measure, US Gallons	1
14	0030006		Bid Bond Not Requested	1
15	0540326		Performance Bond, Not Requested	1
16	0755376		Reference Drawing - Basic Configuration - Program Truck	1
17	0589819		Electrical Diagrams, Commercial	1
18	0771334	SP	Freightliner M2-106, 4x2 Single Rear Axle, BXT Tanker	1
19	0721013		Model Year 2023	1
20	0736168	SP	Use Chassis Spec (BXT2100) [2219, 2229, 2239]	1
21	0720766		Base Price, BXT Tanker, FLR M2-106,4x2, Effective 5/18/2021 - EXPIRED 11/23/2021	1
22	0802041	SP	Surcharge, Freightliner, Effective 05/30/2022 Build Date	1
23	0771331		Wheelbase, 184", FL M2-106, BXT2100 Only	1
24	0771328		GVW Rating, BXT2100, Single Axle, 45,600#	1
25	0579898		Frame, Chassis, Freightliner, 120 KSI	1
26	0635545		Frame Liner not Req'd, Commercial Chassis, BX Program Only	1
27	0669870		Axle, Front, 16K (w/14.6K Rating), Freightliner, 4x2	1
28	0773976		Suspension, Front Spring, 14,600 lb, Commercial	1
29	0073051		Shock Absorbers, Front	1
30	0082996		Brakes, Cam Front, 16.50"x 6.00" Commercial	1
31	0585775		MichelinTires	1
32	0772238		Tires, Front, 12R22.50	1
33	0773847		Wheels, Polished Aluminum, 22.50" x 8.25"	1
34	0582536		Axle, Rear, Meritor RS-30-185, 31K Rating, Freightliner	1
35	0772020		S-Cam Style 16.50" x 7.00"	1
36	0544651		Top Speed of Vehicle, 60 MPH, Commercial Chassis	1
37	0771243		Suspension, Rear Spring, 31,000 lb, Commercial	1
38	0772234		Tires, Rear, 315/80R22.50	1
39	0773812		Wheels, Polished Aluminum, 22.50" x 9.00"	1
40	0620570		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Single Axle	1
			Qty, Tire Pressure Ind - 6	
41	0057936		Covers, Lug Nut, Chrome	1

Line	Option	Type	Option Description	Qty
42	0602465		Chocks, Wheel, Mobile Water Supply, Provided by Dealer, NFPA 2016	1
43	0544690		Mounting Brackets, Chocks, Provided by Fire Department	1
44	0773967		ABS, Anti-Lock Braking, w/Electronic Stability Pgm w/ATC, Commercial	1
45	0009547		Air Compressor, Brake, 18.7 CFM, Commercial	1
46	0773985		Air Dryer, Brake, w/Heater, Commercial	1
47	0641150		Air Inlet, w/Disconnect Coupling, Commercial Chassis, BX Program	1
48	0770936		Engine, Cummins B6.7, 360 hp, FL M2-106, BXT2100	1
49	0755088		Engine Surcharge, Cummins/Freightliner	1
50	0001247		High Idle w/Electronic Engine, Commercial	1
51	0773963		Auxiliary Brake, Exhaust Brake , VGT Style, With Brake Lights, Commercial	1
52	0773981		Air Intake, Engine, w/Ember Separator, OEM Installed, Commercial	1
53	0773636		Exhaust System, Horizontal, RH Step Mounted DPF/SCR, Commercial	1
54	0684987		Exhaust Modifications, Commercial Chassis, Horizontal Exhaust	1
55	0061579		Coolant Hoses, Gates Blue Stripe, FL M2	1
56	0773913		Fuel Tank, 50 Gallon, Left Side, Aluminum, Commercial	1
57	0773952		DEF Tank, Left Side Location, Commercial	1
58	0723716		Fuel Priming Pump, Electronic, Automatic, Cummins, No Swt Req'd	1
59	0552712		Not Required, Shutoff Valve, Fuel Line	1
60	0023745		Cooler, Chassis Fuel, Pierce Installed	1
61	0773950		Trans, Automatic, Allison 3000 EVS, w/(2) PTO Provsions, Commercial	1
62	0773949		Transmission, Shifter, Push Button, 5 Speed, Commercial	1
63	0011475		Transmission Oil Cooler, Internal, Commercial	1
64	0733744		Driveline for PTO/Transfer Case or No Pump Installation - Commercial	1
65	0773977		Steering, Power w/Tilt/Telescope Column, Commercial	1
66	0581718		Bumper, Non-extended, Chrome Plated Steel, Freightliner M2	1
67	0013220		Tow Hooks, Painted - Commercial Chassis	1
68	0582760		Cab, 2-door, Flat Roof, Freightliner M2-106/108SD	1
69	0769896		Cab Interior, Gray, w/Convenience Package, 2-Door, Freightliner	1
70	0668972		Grille, Chromed Plastic, w/Exterior Appearance Pkg, Freightliner	1
71	0641391		Mirrors, West Coast, 8" Convex, Heated, Remote, Bright, Less PS Downview, FLR	1
72	0616224		Steps, Cab, as Supplied by Freightliner (Stainless Steel)	1
73	0637490		Lights, Cab Access Steps, LED, 2 Door BX Product	1
74	0773760		Power Windows & Door Locks, 2-Door Cab, Commercial	1
75	0070598		Daytime Running Lts, Commercial	1
76	0773943		Air Conditioning, Commercial	1
77	0005940		Lights, Engine Compt, (2) Commercial Chassis	1
78	0660140		No Console Required	1
79	0726718		DECLINED - Side Roll Protection, Freightliner	1
80	0624102		Seating Capacity, Cab, 2-Door, Commercial	2
			Qty, - 02	
81	0789145		Seats, Cab, Air Driver w/Fixed Passenger, Non-SCBA, Freightliner, BXP	1
82	0073999		No Crew Cab Seats, 2-door cab	1
83	0597773		Seat Belt Web Length, NFPA Compliant, Commercial Chassis	1
84	0581771		Seat Belts, Orange, Commercial Chassis	1
85	0602464		Helmet Storage, Provided by Fire Department, NFPA 2016	1
86	0602629		Portable Hand Lt, Provided by Fire Dept, Mobile Water Supply, NFPA 2016	1
87	0584358		Cab Instrumentation, Commercial Chassis	1
88	0637502		Panel, Emergency Switch, BX Product	1
89	0641093		Light, Do not move apparatus, Commercial, BX Program	1
			Alarm, Do Not Move Truck - No Alarm	
90	0600094		Messages, Open Dr/DNMT, BX Product	1
91	0072620		Wiper control, intermittent feature Commercial	1
92	0635663		Wiring, Power Receptacles, Two, 12V DC, BX Program Apparatus Only	1
93	0637219		NO RADIO, AM/FM	1
94	0622928		Not Available, Vehicle Information Center, Multiplex System, Commercial Chassis	1
95	0734854		Collision Mitigation, Not Requested	1
96	0602046		Vehicle Data Recorder w/Seat Belt Monitor, Commercial, BX Program	1
97	0635217		Two-Way Radio Accommodation Package - BX Program Only	1
98	0792602	SP	Additional Two-Way Radio Accommodation Package, BX	1
			Qty, - 01	
99	0622749		Weldon V-MUX, Electrical System, Freightliner Chassis, BX-Product	1

Line	Option	Type	Option Description	Qty
100	0709463		Electrical System, V2, Freightliner M2-106, BXT Tanker	1
101	0746524		Single Start, (2) Batteries, 2000 CCA Total, LH, Freightliner	1
102	0583981		Battery Relocation NOT REQUIRED	1
103	0072685		Selector, Single Start Battery, Commercial Chassis	1
104	0626746		Charger, Sngl Sys, Kussmaul, Pump Plus 1000, 51-21-1100, BX	1
105	0640669		Location, Charger, Left Side Fwd Body Compartment, BX	1
106	0628497		Location, Battery Charger Indicator, DS Pump Panel, BX	1
107	0640664		Shoreline, 20A 120V, Kussmaul Auto Eject, for Battery Charger, BX	1
			Color, Kussmaul Cover - d) yellow	
			Qty, Shoreline - 1	
108	0640663		Shoreline Location, BX	1
			Location, Shoreline(s) - DS Pump Panel	
109	0595797		Alternator, 275 amp, Delco Remy 40SI	1
110	0634181		Load Manager, Inc w/MUX Electrical System , BX Program	1
111	0773739		Cab Lighting, LED Marker Lights, Commercial	1
112	0627281		Lights, Clearance/Marker/ID, Rear, FRP LED Bar & Truck-Lite 33050R LED 4Lts, BX	1
113	0720715		Lights, Tail, Wln M6BTT* Red LED Stop/Tail & M6T* Amber LED Dir Arw For Hsg, BXT	1
			Color, Lens - Clear	
114	0561471		Lights, Backup, Wln M6BUW, LED, For Tail Lt Housing	1
115	0664481		Bracket, License Plate & Light, P25 LED	1
116	0556842		Bezels, Wln, (2) M6 Chrome Pierce, For mtg (4) Wln M6 lights	1
117	0589905		Alarm, Back-up Warning, PRECO 1040	1
118	0687610		Lights, Perimeter Cab, Truck-Lite 6060C LED 2Dr, Grommet Mt	1
119	0617866		Lights, Perimeter Pump House, Truck-Lite 6060C LED 2lts	1
120	0772784		Lights, Perimeter Body, Truck-Lite 6060C LED 2ts, Rear Step, BXT	1
			Control, Perimeter Lts - Parking Brake Applied	
121	0637492		Lights, Step, LED, BX Products, Prk Brk	1
122	0899665		Lights, Rear Scene, Wln, PELCC LED, 45 Deg Flange, Pair, BX	1
			Switch, Lt Control 1 DC,1 - a) DS Switch Panel	
123	0615400		Lights, PS Side Scene,(1 Pair) Wln 6SC0ENZR Gradient LED, w/Internal Optics, BX	1
			Qty, Lights, Pair - 1	
			Switch, Lt Control 1 DC,1 - a) DS Switch Panel	
			Switch, Lt Control 2 DC,2 - f) Pump Operator's Panel	
124	0615399		Lights,DS Side Scene,(1 Pair),Wln 6SC0ENZR Gradient LED, w/Internal Optics, BX	1
			Qty, Lights, Pair - 1	
			Switch, Lt Control 1 DC,1 - a) DS Switch Panel	
			Switch, Lt Control 2 DC,2 - f) Pump Operator's Panel	
125	0637472		Light, LED, Hose Bed, BX	1
			Switch, Scene Lt Cntrl - h)switch at rear	
126	0645677		Lights, Not Required, Rear Work, Alt. 12 Volt Lights At Rear Body	1
127	0797313		Not Required, No Walking Surface, NFPA 2016	1
128	0804222		Tanker, 2100 Gallon, Single Rear Axle, Low Side, BXT Program	1
129	0803587		Tank,Water,Poly, 2100 Gallon,Single Axle BXT w/Low Compts	1
130	0641854		Foam Cell Provisions, BX Product	1
131	0641806		Restraint, Water Tank, BXT Tanker	1
132	0640174		Hose Bed Access Ladder, LS Rear, BXT Tanker	1
133	0027805		Overflow, 6" Poly, Tanker	1
134	0631440		Manual Portable Tank Rack, w/Cover, BXT	1
			Location, driver's/passenger's/center - Right Side	
			Size, Portable Tank - 2100g Fol-Da-Tank - Aluminum Frame	
			Cover Material, Rack, Folding Tank or HSH - Smooth Aluminum - Painted Job Color	
135	0640186		Tank Fill, 3.00" Direct, Rear, Poly Tank, Right Side, IPO Std 2.50, BXT	1
			Location, driver's/passenger's/center - Right	
			Adapter, Elbow - 3.0"NST	
136	0622284		Dump, 10" Newton, Rear, Manual, S/S, BXT	1
137	0637710		Dump Chute, Rear, Newton 6012SW-34 Swivel, Stainless Steel, w\Telescopic Ext.	1
138	0028740		No Left Side Dump Req'd	1
139	0028767		Not Required, Dump Valve Chute, Left Side	1
140	0028741		No Pass Side Tank Dump Req'd	1

Line	Option	Type	Option Description	Qty
141	0028759		Not Required, Dump Valve Chute, Right Side	1
142	0638544		Hose Bed, BXT Tanker, Single Axle	1
143	0073494		Not Required, Divider, Hose Bed	1
144	0589278		Hose Restraint, Hose Bed, Velcro Strap on Top, 2" Heavy Nylon Web at Rear	1
			Type of fastener - 2" cam buckle	
			Nylon Web Color - Black	
			Type of fastener, Rear - 2" cam buckle - bottom of hosebed	
145	0013512		Running Boards, 12.75" Deep	1
146	0081509		Tailboard, BXT Tanker	1
147	0681298		Wall, Rear, Material, Smooth Poly, BXT, Tanker	1
148	0003540		Tow Eyes (2) (Tanker/Rescue)	1
149	0640162		Construction, BXT Tanker	1
150	0639096		LS Compartments,LOW Compts,Single Axle BXT	1
151	0637716		Not Req'd, Hard Suction Hose Compt, LS, BXT Single Axle Tanker	1
152	0639066		RS Compartments, Single Axle, BXT Tanker	1
153	0637714		Not Req'd, Hard Suction Hose Compt, RS, BXT Single Axle Tanker	1
154	0797161		Doors, Gortite, Roll-up, Side Compartments, BXT Tanker	4
			Qty, Door Accessory - 04	
			Color, Roll-up Door, Gortite - Satin finish	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
155	0640159		Lights, Compt, Pierce LED, NFPA Minimum, All Body Compts, BXT Tanker	4
			Qty, - 04	
			Qty, Lights, Pair - 3	
156	0687139		No Shelf Tracks Required	1
157	0771523		NO Shelves, BX Product	1
158	0772451		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, BXT	1
			Qty, - 01	
			Material - paint to match compt interior	
			Location, Tray Slide-Out, Floor Mounted - LS2	
159	0014015		Rub Rail, Not Required	1
160	0733725		Fender Crowns, Rear, S/S, BXT Single Axle	1
161	0519849		Not Required, Hose, Hard Suction	1
162	0634228		Troughs, Hard Suction Hose, BXT	2
			Qty, - 02	
			Location, Hose Trough/Compartment - a) left side	
163	0639512		No Handrails Req'd @ Side Pump Panel, Use Cab Handrails	1
164	0044229		No Extension Ladder Req'd	1
165	0530069		Not Required, Ladder, Roof, Mobile Water Supply Vehicle	1
166	0557331		Not Required, Ladder Storage	1
167	0074248		Not Required, Folding Ladder	1
168	0084332		Not Required, Pike, Pole, 8'	1
169	0784209		Pike Pole, 6', Mobile Water Supply, Not Required by NFPA 2016 Classification	1
170	0752754		Steps, w/LED,Right Side Front of Body/Cargo Area,Deluge Access, BXT	1
			Coating, Step - luminescent	
171	0014381		Not Required, Rear Step (No rear door)	1
172	0632311		Pump House, Side Control, 28", BXT Tanker	1
173	0035501		Pump House Structure, Std Height	1
174	0743762		Pump, Waterous, CXPA, 1250 GPM, Single Stage, PTO - BX Products	1
175	0084489		Seal, Mechanical, Waterous, PTO	1
176	0690873		Trans, Pump, Waterous, "PA" Series, Heavy Duty PTO	1
177	0748194		Pumping Mode, BXT Tankers	1
			Pumping Mode - Pump in Motion	
178	0535276		Pump Shift, PTO Pump	1
179	0581602		Transmission Lock-up, Not Req'd, PTO Pump	1
180	0004547		Auxiliary Cooling System	1
181	0014486		Not Required, Transfer Valve, Single Stage Pump	1
182	0637712		Valve, Relief Intake, BX Program	1
183	0564941		Controller, Pressure, FRC, Pump Boss, PBA200	1
184	0072153		Primer, Trident, Air Prime, Air Operated	1
185	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
186	0602487		Plumbing, Stainless Steel and Hose, Single Stage Pump, PMFD	1
187	0795135		Plumbing, Stainless Steel, w/Foam System	1

Line	Option	Type	Option Description	Qty
188	0634479		Inlets, 6.00" - 1000 GPM or Larger Pump, BXT/BXP, Pumper or Tanker	1
189	0000000	STF	Valve, Ball Intake, TFT, AX Series	2
			Location - LS and RS main inlets	
			Qty - 2	
			Connection, Inlet, Side B - 8NX (6.0" Male Threaded Rigid) with a cap	
			Connection, Outlet, Side A - NX (6.0" Threaded Swivel)	
			Ball Intake Valve Actuation - Standard (Crank On Right Side)	
			Relief Valve, Ball Intake - Standard	
190	0017541		Cap, Main Pump Inlet, Rocker Lug, NST, VLH	1
191	0084610		Valves, Akron 8000 series- All	1
192	0004685		Valve, Inlet(s) - Outside Panel	1
193	0004700		Control, Inlet, at Valve	1
194	0004660		Inlet (1), Left Side, 2.50"	1
195	0029147		Not Required, Inlet, Right Side	1
196	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
197	0084756		Tank to Pump, (1) 3.00" Valve, 4.00" Plumbing, PTO Pump	1
198	0027900		Tank Fill, 2.00"	1
199	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
200	0632237		Outlet, Left Side, 2.50", BXT Tanker	1
			Qty, Discharges - 01	
201	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
202	0092570		Not Required, Outlets, Left Side Additional	1
203	0035094		Not Required, Elbow, Left Side Outlets, Additional	1
204	0641830		Outlet, Right Side, 2.50", BX Program	1
			Qty, Discharges - 01	
205	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
206	0092571		Not Required, Outlets, Right Side Additional	1
207	0089584		Not Required, Elbow, Right Side Outlets, Additional	1
208	0750992		Outlet, RH, 4" w/ 3" Valve,Akron, BXT Tanker w/1000 or Greater GPM Pump	1
			Qty, Discharges - 01	
			Valve, Brand - Akron	
209	0649166		Elbow, Large Dia Outlet, 45 Deg, 4.00" FNST x 4.00" MNST, VLH Elbow w/Cap	1
210	0092572		Not Required, Outlet, Front	1
211	0092574		Not Required, Outlet, Rear, Additional	1
212	0752097		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Chain	1
213	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
214	0754757		Outlet, 3.00" Deluge Riser w/2.50" Valve, BXT	1
215	0892339		No Monitor Requested, BXP/BXT, PMFD	1
216	0892340		Deluge Mount, NPT, BXP/BXT, PMFD	1
217	0788572		No Deadlay Required, Cargo Compartment Above Pump, Tanker, BXT	1
218	0640295		Crosslays, Sngl Sheet unpainted,1.50", Std. Cap, BXT Tanker	2
			Qty, Crosslays - 2	
219	0029196		Not Required, 2.50" Crosslay	1
220	0772813		Hose Restraint, Crosslay/Deadlay, Top and Ends, Elastic Netting, BX Product	2
			Qty, - 02	
221	0641849		Plumbing Setup for Foam System (Single Agent), BX Program	1
222	0012126		Not Required, CAF Compressor	1
223	0552517		Not Required, Refill, Foam Tank	1
224	0042573		Not Required, Foam System Demonstration	1
225	0641852		Provisions for Foam Cell, (30 Gallon) - BX Program	1
226	0091110		Not Required, Foam Tank Drain	1
227	0091079		Not Required, Foam Tank #2	1
228	0091112		Not Required, Foam Tank #2 Drain	1
229	0738072		Approval Dwg, Pump Panel(s), Not Required	1
230	0035570		Pump Panel Configuration, No Match Required	1
231	0629252		Material, Pump Panels, Side Control Black Vinyl	1
			Material Finish, Pump Panel, Side Control - Black Vinyl	
			Material, Pump Panel, Side Control - Aluminum	
232	0892828		Panel, Pump Access - Right Side Only, Side Control, BX	1
			Latch, Pump Panel Access, Side Mount - Swell Latch, Black	
233	0005945		Light, Pump Compt	1
234	0509305		Gauges, Engine - Pump Panel, Included with FRC Governor Control, PMFD	1

Line	Option	Type	Option Description	Qty
235	0005601		Throttle, Engine, Incl'd w/Press Controller	1
236	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle,Green	1
237	0549333		Indicators, Engine, Included with Pressure Controller	1
238	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
239	0627999		Cold Climate Package, Pump House, Level 2, BX	1
240	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
241	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
242	0062847		Gauge, Water Level, Class 1, Pierce Std.	1
243	0641761		Provision for Foam Level Gauge, BX Program	1
244	0593161		Light Shield, S/S LED	1
245	0887486		Air Horns, (2) Hadley, On Sides Of Engine Hood, BX	1
246	0791273		Location, Air Horn(s), Side of Engine Hood	1
247	0623561		Control, Air Horn, Lanyard, BXP	1
			Location, air horn contro - a) drivers side	
248	0773920		Siren, Wln 295SLSA1, 100 or 200 Watt, BX Product	1
249	0637494		Location, Electronic Siren, BX Product	1
250	0798644		Control, Elec Siren, Head Only, BX	1
251	0763386		Speaker, (1) Wln, SA315P, 100 watt, BX Program	1
			Qty, Speakers - 1	
			Connection, Speaker - siren head	
252	0779469		Location, Speaker, Non-Extended Front Bumper, Recessed, Center, BX Program	1
253	0746353		Not Required, Warning Lights Intensity	1
254	0606714		Lightbar, Wln, Freedom IV-Q, 60", RR_R_W__W_R_RR	1
			Filter, Whl Freedom Ltbrs - No Filters	
255	0720730		Lights, Front Zone, Wln M6** LED, Lens Choice, Commercial, BX	1
			Flange Kit - w)with flange	
			Color, Lens, LED's - Clear	
			Color, Lt DS Front - Red	
			Color, Lt PS Front - Red	
256	0899479		Lights, Side Zone Lower, Wln M2* Frnt & M6* Rear LED, Lens Choice, 2pr, BX	1
			Location, Lights Front Side - a)each side engine hood	
			Flange Kit - w)with flange	
			Location, Lights Rear Side - Rear Fender Panel	
			Color, Lens, LEDs - Clear	
			Color, Lt Side Front, DS - Red	
			Color, Lt Side Front, PS - Red	
			Color, Lt Side Rear PS - Red	
			Color, Lt Side Rear DS - Red	
257	0720717		Lights, Rear Zn Lwr, Wln M6*, Lens Choice,For Tail Light Housing, BXT	1
			Color, Lens, LED's - Clear	
			Color, Lt DS Rear - r) DS Rear Lt Red	
			Color, Lt PS Rear - r) PS Rear Lt Red	
258	0720722		Lights, Rear/Side Up Zone, Wln M6* LED, Lens Choice, 4lts, BX	1
			Flange Kit - w)with flange	
			Color, Lens, LED's - Clear	
			Color, Lt, Side Rear Upper DS - Side Rear Upper Red	
			Color, Lt, Side Rear Upper PS - Side Rear Upper Red	
			Color, Lt, Rear Upper DS - r) DS Rear Upper Red	
			Color, Lt, Rear Upper PS - r) PS Upper Rear Red	
259	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
260	0033096		Rear Warning Brackets Not Req'd	1
261	0764675	SP	Receptacle, 15/20A 120V 3-Pr 3-Wr, NEMA 5-20R SB Dup, 1st, Interior Cab, BX	1
			Qty, - 01	
			AC Power Source - Shoreline	
			Cover, Receptacle - Interior SS Wall Plate(s)	
262	0007150		Bag of Nuts and Bolts	1
			Qty, Bag Nuts and Bolts - 1	
263	0602518		NFPA Required Loose Equipment,Mobile Water, NFPA 2016, Provided by Fire Dept	1
264	0602402		Soft Suction Hose, Provided by Fire Department, Mobile Water Supply	1
265	0027023		No Strainer Required	1
266	0602536		Extinguisher, Dry Chemical, Mobile Water Supply, NFPA 2016,Provided by Fire Dep	1
267	0602355		Extinguisher, 2.5 Gal. Press. Water, Mobile Water/Foam, Not Required	1
268	0784238		Axe, Flathead, Mobile Water Supply, Not Required by NFPA 2016 Classification	1

Line	Option	Type	Option Description	Qty
269	0007492		Not Required, Axes, Pickhead	1
270	0607712		Paint Process / Environmental Requirements, PMFD	1
271	0583882		Paint, 90 Red, Commercial Grade Chassis Finish, PMFD Commercial Chassis	1
			Paint Color, Commercial, Std - #90 Candy Apple Red	
272	0586561		Chassis Cab Paint, #90 Red, by Chassis Manufacturer, Standard	1
			Paint Color, Commercial, Std - #90 Candy Apple Red	
273	0583915		No Two-Tone Paint Req'd	1
274	0582663		Paint, Chassis Frame Assy, Black, by Commerical Chassis Manufacturer	1
275	0651185		Paint, Wheels, NOT REQUIRED - ALUMINUM WHEELS, Commercial	1
276	0651164		Wheels, Accent Stripe NOT REQUIRED	1
277	0007230		Compartment, Painted, Spatter Gray	1
278	0544111		Reflective Band, 10"	1
			Color, Reflect Band - A - a) white	
279	0007357		Reflective on Front Bumper	1
280	0623221		Stripe, Chevron, Rear, Reflexite, BX Tanker, Upper Section	1
			Color, Reflexite Band - B - L2 Fluorescent Lime	
281	0065780		Stripe, Reflective, Cab Drs Interior, Commercial Cabs, 2dr	1
			Color, Reflective - a) white	
282	0027286		Not Required, Lettering Specs	1
283	0007472		[Lettering not Requested]	1
284	0634098		Pricing Adjustment - Body - NOT REQUIRED - BX	1
285	0634097		Pricing Adjustment - Chassis - NOT REQUIRED - BX	1
286	0766245		Manual, Fire Apparatus Parts, USB, Body Parts Only, Commercial Product	1
287	0766243		Manual on USB Flash Drive, Service, Commercial	1
288	0002902		Manual, Commercial Chassis Operation	1
289	0080008		Warranty, Basic, 1 Year, Apparatus, Commercial Chassis, WA0008	1
290	0638262		Warranty, Basic Vehicle, 5 yrs/100,000 Miles, BX Product	1
291	0595282		Warranty, Cab Paint, As Provided By Chassis Manufacturer, Commercial	1
292	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
293	0021516		Warranty, 5-Year EVS Transmission, Standard Comm, WA0187	1
294	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
295	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
296	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
297	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
298	0641372		Warranty, Foam System, Not Available	1
299	0639510		Warranty, Water Tank, Lifetime, ProPoly, Poly Tank	1
300	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
301	0593921		Not Required, Warranty, No Lettering	1
302	0683627		Certification, Vehicle Stability, CD0156	1
303	0544897		Certification, Cab Integrity, Freightliner, CD0022	1
304	0545073		Amp Draw Report, NFPA Current Edition	1
305	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
306	0000017		FLORIDA DIVISION BODY	1
307	0000015		FLORIDA DIVISION COMMERCIAL CHASSIS	1
308	0004713		ENGINE, OTHER	1
309	0046395		EVS 3000 Series TRANSMISSION	1
310	0020011		WATEROUS PUMP	1
311	0089358		DRY SIDE - TANK	1
312	0028047		NO FOAM SYSTEM	1
313	0020006		SIDE CONTROL	1
314	0020007		AKRON VALVES	1
315	0020909		ABS SYSTEMS, Commercial	1
316	0658751		PUMPER BASE	1

EM-102

August 11, 2022

Fire Chief Brian Larson
City of Blackduck
33 Margaret Ave
PO Box 380
Blackduck, MN 56630

Subject: **Proposal for one (1) Pierce Freightliner BXT Tanker**
Proposal / Bid #1001 – Stock #37567

Dear Fire Chief Larson,

With regard to the above subject, please find attached our completed proposal.
Pricing, is as follows:

Pricing Summary:

Sale Price – **$361,250.00***
Sourcewell Consortium Pricing, Member ID 96634.

Due to the volatility within the commercial chassis supply chain, commercial chassis suppliers are not able to meet their commitments for shipping chassis to our factories, nor are they honoring their quoted prices. Please be aware that the commercial chassis quoted price is subject to change by the commercial chassis supplier at any time, without notice. Any increases in price will be passed directly to the end customer.

100% Performance Bond:

Should the City of Blackduck elect to have us provide a Performance Bond, $887.00 will need to be added to the above price.

Terms and Conditions:

Taxes – Not Applicable

Freight – F.O.B. – Bradenton, FL / Shipping to Blackduck, MN

Terms – Net due prior to vehicle(s) release at the Pierce Manufacturing Plant (Bradenton, FL).

Delivery – Estimate May-June 2023 from receipt and acceptance of contract.

Stock Unit – Availability is subject to prior sale

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid for thirty (30) days. **Stock Unit subject to prior sale**

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 651-261-9885 or dan.corcoran@macqueengroup.com .

We wish to thank the City of Blackduck for the opportunity to submit our proposal.

Respectfully,

Dan Corcoran

Dan Corcoran
Apparatus Sales
MacQueen Equipment LLC
DBA MacQueen Emergency Group

Minnesota Healthcare Consortium

MHC Statewide Pool Renewal for:
CITY OF BLACKDUCK
1/1/23

Plan	Description	Coverage	Contracts *	Current rates	RATES EFFECTIVE 1/1/23	Plan adj. %	Elect this plan? Yes/No
1	MSI PP MN 3200-0% HSA	Single	11	$617.50	$648.38	5.00%	Yes
		Family	0	$1,547.00	$1,624.35	5.00%	

*Based on the group's most recent enrollment data. Rates are guaranteed for one year from 1/1/2023 through 12/31/2023.

Projected Monthly Premium *	$6,792.50	$7,132.13
Projected Annual Premium *	$81,510.00	$85,585.50
Projected Renewal % Change *		5.00%

Confirmation Instructions:
Please send a signed copy of this rate confirmation to your Service Cooperative Representative & Medica Representative by: 10/14/22
Please verify broker fees, commissions and information listed below that apply to your policy.

Alternative Plans (if applicable)
Attach plan summaries and rates for alternative plans. Check "no" above for any current plan or plans that are being replaced or discontinued.

Broker commissions included? Yes/No $21.00 per contract/mo 0.0% of total plan premium

Brokerage agency Pickett Agency Inc Broker name Broker tel:

Broker email Broker MN Life and Health License #

Rate confirmation approved by:

Print name: Christina Regas, City of Blackduck

for: CITY OF BLACKDUCK

Signature: Christina Regas Date: 8-31-2022

Health Plan Descriptions	CITY OF BLACKDUCK	Effective: 1/1/23

Plan Descriptions

Plan 1:	MSI PP MN 3200-0% HSA	$3200/6400 Ded, 100/0% Coins, $3200/6400 OOP, Ded/Coins with Prev Rx, (OON: 6400/12800, 50%, 12800/Unlimited) 4Q Carryover Non-embedded

Minnesota Healthcare Consortium

CITY OF BLACKDUCK

MHC and Medica Additional Programs

The supplemental programs listed below are available at an additional fee for member groups in our health insurance pool. The premium provided on the renewal confirmation page does not include the fees for the programs below. If selected, the per subscriber per month (PSPM) fee will be added to your premium invoice and billed monthly.

Health and Wellness

My Health Rewards - Invest

Check to Select ☐

The **Invest** program is a supplement to the standard My Health Rewards program offered by Medica and MHC. Additional monthly wellness challenge goals for sleep, activity, and nutrition are incorporated. The program offers rewards of up to $75 per month totaling a potential of $900 per year per participant. This health and wellness program is for employees enrolled in an HSA plan.

Additional Cost Implementation Fee: None $4.00 PSPM

Lead Time for program start: 6 months

My Health Rewards - Results

Check to Select ☐

The **Results** program is a supplement to the standard My Health Rewards program offered by Medica and MHC. This program focuses on healthy biometric screenings and offers additional points in the My Health Rewards program for employees when their health numbers fall within recommended ranges. Biometric screenings may be available at clinic's or doctor's office when you bring the health screening form, or they can be completed through many national networks.

Additional Cost Implementation Fee $1500.00 $1.50 PSPM + $55/screening

Lead Time for program start: 4 months

Optum - Employee Assistant Program (EAP)

Check to Select ☐

The Medica® Optum® Employee Assistance Program (EAP) assists with challenges affecting your employees or workplace. Master's-level specialists are available 24/7 to assist your employees and their families with a variety of personal concerns. Management consultants can help you handle workplace challenges — from job performance to regulatory compliance. You also have access to 150 on-site hours for training workshops and crisis response if you need it.

Additional Cost Implementation Fee: None $1.80 PSPM

Lead Time for program start: None

Authorized Signature: _____

Date: _____

We are not not electing any additional programs for this renewal cycle: ☐

Minnesota Healthcare Consortium
Participating Minnesota Service Cooperatives

Health Plan Rate Confirmation for: CITY OF BLACKDUCK

Effective: 1/1/23

MHC PREFERRED PORTFOLIO

			Passport	ECC	ALT
1	MSI PP MN 0%-30/60 ALL COPAY	Single	742.81	616.53	668.53
		Family	1,860.94	1,544.58	1,674.85
2	MSI PP MN 20%-30/60	Single	758.57	629.61	682.71
		Family	1,900.42	1,577.35	1,710.38
3	MSI PP MN 500-40/75-20%	Single	761.49	632.03	685.34
		Family	1,907.72	1,583.41	1,716.95
4	MSI PP MN 1000-40/75-20%	Single	753.41	625.33	678.07
		Family	1,887.50	1,566.62	1,698.75
5	MSI PP MN 1500-40/75-20%	Single	717.07	595.17	645.36
		Family	1,796.44	1,491.05	1,616.80
6	MSI PP MN 2000-50/100-20%	Single	681.12	565.33	613.01
		Family	1,706.39	1,416.31	1,535.75
7	MSI PP MN 2500-50/100-20%	Single	656.29	544.72	590.66
		Family	1,644.18	1,364.67	1,479.77
8	MSI PP MN 3000-50/100-20%	Single	635.31	527.31	571.78
		Family	1,591.61	1,321.04	1,432.45
9	MSI PP MN 3000-20% HSA	Single	582.26	483.28	524.04
		Family	1,458.72	1,210.74	1,312.85
10	MSI PP MN 3500-20% HSA	Single	559.42	464.32	503.48
		Family	1,401.49	1,163.24	1,261.34
11	MSI PP MN 4000-20% HSA	Single	548.19	454.99	493.37
		Family	1,373.35	1,139.88	1,236.01
12	MSI PP MN 5000-20% HSA	Single	533.79	443.04	480.41
		Family	1,337.27	1,109.94	1,203.55
13	MSI PP MN 6000-20% HSA	Single	526.83	437.27	474.15
		Family	1,319.85	1,095.47	1,187.86
14	MSI PP MN 7000-0% HSA	Single	529.20	439.24	476.28
		Family	1,325.79	1,100.41	1,193.21

Minnesota Healthcare Consortium

Renewal Terms and Conditions

1) The NWSC, your Regional Service Cooperative's medical & pharmacy benefits program is administered by Medica. Medica also underwrites the specific and aggregate stop loss insurance and provides customer service and account management support. The Minnesota Healthcare Consortium, of which NWSC is a member, also self-insures a layer of stop loss combined with other participating service cooperatives in a statewide pooling arrangement.

2) The rates in this renewal are contingent on the plan(s) included in this renewal being the only health plan(s) that you offer.

3) The rates in this renewal are based on the benefit description and expected enrollment shown for each plan. If you request different benefits, or if your actual enrollment varies from expected enrollment listed in this renewal by more than 10%, we reserve the right to make changes to the rates.

4) At least 50% of the total number of all eligible employees must enroll in the program for coverage to be offered to your group.

5) The employer must contribute at least 50% of the cost of the lowest priced health plan offered to your employees.

6) Rates included in this renewal are guaranteed for 12 months beginning on January 1, 2023 contingent on becoming a member of the service cooperative.

7) Rates and plans are compliant with state and Federal regulations, including ACA.

8) Cash in lieu of benefits are not recommended. Please discuss variations with the Service Cooperative.

9) Quoted rates include $21.00/PSPM commission.

10) Your account will continue to be serviced locally by your broker and Pam Howard of Medica.

11) The Northwest Service Cooperative collects premiums in full from members via ACH on a monthly basis.

For questions, please contact:

Chris Wavra
Member Services
Cell: 218-684-1761
cwavra@nwservice.org

Rob Blankenfeld
Insurance Director
Cell: 218-689-2094
rblankenfeld@nwservice.org

Dan Weir
Insurance Consultant
1-800-864-3797
Cell: 612-799-2999
danjw@ebisinc.net

Summary of Rural Development Approved spending to date

			City Contribution	Interim Financing
	Total Project Funds:	$2,281,627.00	$316,627.00	$1,911,481.75
Pay Request 1	TNT Contructions Group LLC	$61,750.00	$61,750.00	$0.00
Pay Request 2	Braun Intertec	$6,990.00	$6,990.00	$0.00
	Legal Notices	$742.65	$742.65	$0.00
	Widseth	$169,000.00	$169,000.00	$0.00
	Bond Set Up Costs Ehlers	$53,518.25	$0.00	$0.00
Pay Request 3	TNT Contructions Group LLC	$295,307.50	$78,144.35	$217,163.15
Pay Request 4	TNT Contructions Group LLC	$216,125.00	$0.00	$216,125.00
Pay Request 5	TNT Contructions Group LLC	$197,748.63	$0.00	$197,748.63
	Total Spent To Date:	$1,001,182.03	$316,627.00	$631,036.78
	Total Left to Spend:	$1,280,444.97	$0.00	$1,694,318.60

USDA
United States Department of Agriculture

Rural Development

3217 Bemidji Ave N.
Bemidji, MN 56601
Voice 218.751.1942
Fax 855.831.9441

August 31, 2022

City of Blackduck
PO Box 380
Blackduck, MN 56630

RE: Pay request #5

Dear Mayor:

The Following invoices will be approved for payment and should be paid directly to the following companies:

PPE #4:

TNT Construction Group, LLC	$197,748.63
Total	**$197,748.63**

The above approved invoices are RD eligible expenses. They will be paid from:

1. **Applicant contribution: ($316,627.00)**
   =$0.00

2. **Interim Financing: (Elhers $1,655,000-RD Loan #1 and $310,000-RD Loan #2**
   =$197,748.63

Total: $197,748.63

Remaining Fund Balances:	
Applicant Contribution –	$ 0.00
Interim Financing/RD Loan #1 -	$ 970,444.97
Interim Financing/RD Loan #2-	$ 310,000.00
Total Funds still available:	$1,280,444.97

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

If you have any questions, please feel free to contact me.

Sincerely,

Angela Bokovoy
Area Specialist

Cc: City Administrator-Christina Regas
WSN -Brent Dammann
WSN-Todd Skyberg

FORM APPROVED
OMB NO. 0575-0011

Form RD 1924-18
(Rev. 6-97)

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
FARM SERVICE AGENCY

PARTIAL PAYMENT ESTIMATE

CONTRACT NO. 2020-11912

PARTIAL PAYMENT ESTIMATE NO 4

PAGE 1

OWNER	CONTRACTOR	PERIOD OF ESTIMATE
City of Blackduck MN	TNT Construction Group, LLC	FROM 8/1/2022 TO 8/31/2022

CONTRACT CHANGE ORDER SUMMARY

No.	Agency Approval Date	Amount Additions	Amount Deductions
1	5/3/2022		138,391.00
2	6/15/2022	10,850.00	
3	8/17/2022	2,035.00	
TOTALS		12,885.00	-138,391.00
NET CHANGE		$0.00	$0.00

ESTIMATE

1. Original Contract	$2,064,000.00	
2. Change Orders	$-125,506.00	$0.00
3. Revised Contract (1 + 2)	$1,938,494.00	$0.00
4. Work Completed*	$811,506.45	
5. Stored Materials*	0.00	
6. Subtotal (4 + 5)	$811,506.45	$0.00
7. Retainage*	$40,575.32	
8. Previous Payments	$573,182.50	
9. Amount Due (6-7-8)	$197,748.63	$0.00

* Detailed breakdown attached

CONTRACT TIME

Original (days) 280
Revised
Remaining 173

On Schedule ☑ Yes ☐ No

Starting Date 5/1/2022
Projected Completion 1/19/2023

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

Contractor TNT Construction Group, LLC

By

Date 8-31-22

ARCHITECT OR ENGINEER'S CERTIFICATION

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Architect or Engineer Widseth

By

Date 8/31/2022

APPROVED BY OWNER:

Owner City of Blackduck

By

Date 8-31-22

ACCEPTED BY AGENCY

The review and acceptance of this estimate does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.

By

Title Area Specialist

Date 08/31/2022

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0011. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information.

AIA® Document G703® – 1992

Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:	004
APPLICATION DATE:	August 31, 2022
PERIOD TO:	August 31, 2022
ARCHITECT'S PROJECT NO:	2020-11912

A	B	C	D	E	F	G		H	I
			WORK COMPLETED						
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
	BOND	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	0.00
	BUILDING MATERIALS	277,000.00	167,000.00	16,000.00	0.00	183,000.00	66.06%	94,000.00	0.00
	CARPENTRY	291,409.00	88,500.00	41,280.00	0.00	129,780.00	44.54%	161,629.00	0.00
	DRYWALL	30,200.00	0.00	0.00	0.00	0.00	0.00%	30,200.00	0.00
	CONCRETE / TESTING	183,000.00	48,000.00	93,000.00	0.00	141,000.00	77.05%	42,000.00	0.00
	MISCELLANEOUS METALS	43,000.00	16,000.00	0.00	0.00	16,000.00	37.21%	27,000.00	0.00
	INSULATION / FIREPROOF	55,000.00	0.00	0.00	0.00	0.00	0.00%	55,000.00	0.00
	DOORS	74,000.00	0.00	0.00	0.00	0.00	0.00%	74,000.00	0.00
	GARAGE DOORS	65,500.00	0.00	0.00	0.00	0.00	0.00%	65,500.00	0.00
	ACCESSORIES	6,000.00	0.00	2,000.00	0.00	2,000.00	33.33%	4,000.00	0.00
	MECHANICAL	432,000.00	0.00	0.00	0.00	0.00	0.00%	432,000.00	0.00
	ELECTRICAL	150,000.00	0.00	45,000.00	0.00	45,000.00	30.00%	105,000.00	0.00
	DIRT / UTILITY / STAKING	288,500.00	243,000.00	10,876.45	0.00	253,876.45	88.00%	34,623.55	0.00
	VALUED ENGINEERING	138,391.00	0.00	0.00	0.00	0.00	0.00%	138,391.00	0.00
	CO 1 DEDUCT VALUED ENGINEERING	-138,391.00	0.00	0.00	0.00	0.00	0.00%	-138,391.00	0.00
	CO 2 BAD SOILS	10,850.00	10,850.00	0.00	0.00	10,850.00	100.00%	0.00	0.00
	CO 3 ELECTRICAL DISCONNECTS	2,035.00	0.00	0.00	0.00	0.00	0.00%	2,035.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00

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User Notes:

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A	B	C	D	E	F	G		H	I
			WORK COMPLETED						
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	GRAND TOTAL	**$1,938,494.00**	**$603,350.00**	**$208,156.45**	**$0.00**	**$811,506.45**	**41.86%**	**$1,126,987.55**	**$0.00**

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User Notes:

(3B9ADA87)

WIDSETH

Bemidji
315 5th Street NW
Suite 1
Bemidji MN 56601

218.444.1859
Bemidji@Widseth.com
Widseth.com

Field Report

Project Title: Combined Maintenance and Police Facility

Project Number: 2020-11912

Field Report #: 06

Date: August 25, 2022

Time: 11:00 am – 11:30 am

Weather: Partly Cloudy **Temp. Range:** 62 - 72
Contractors on site: Framing crew

Observation:

1. The concrete slab is in place. The concrete slab saw cuts and floor slopes are as indicated in the drawings.
    a. The concrete slab at the shower areas remains to be cast-in-place.
2. The ground level interior walls at the west end are framed in.
    a. A treated wood base plate is in place.
    b. A double top plate is in place.
    c. The wall layouts match the drawing layout.
3. The Contractor installed the mezzanine floor at the west end.
    a. Joist hangers at the LVL beam. The joist hangers are temporary fastened in place at this time.
4. The Contractor is currently installing the ground level interior walls at the east end.
5. Photos taken of the entire site and building area.

Information or Action Required:

1. None currently.

Reported By: Todd Skyberg
Architectural Technician

Attachment: (2) construction photos

PROGRESS MEETING #6

August 25, 2022

Re: Combined Maintenance and Police Facility

Subject: Meeting Minutes

Attendees: Angela Bokovoy, Rural Development Area Specialist
Christina Regas, City Administrator
Mike Schwanke, Public Works Director
Clay Witkofsky, TNT Construction Group LLC
Brent Dammann, WiDSETH
Todd Skyberg, WiDSETH

Location: Blackduck City Hall

Please note meeting minutes distributed by email only.

1. **Outstanding Items from Previous Meetings:**
   1.1. None currently.

2. **Review of Work Progress:**
   2.1. Progress since last meeting:
   - 2.1.1. The interior slab was cast-in-place last week.
   - 2.1.2. The Contractor completed the interior framing at the west end.
   - 2.1.3. The Contractor is currently installing the interior framing at the east end.
   - 2.1.4. The Contractor noted that they are ahead of schedule in accordance with the construction schedule.

   2.2. Sequence of work progress:
   - 2.2.1. Finish the interior framing this week.
   - 2.2.2. Mechanical and electrical rough-in to start the week of August 29th.
   - 2.2.3. The spray foam installation is schedule to start the week of August 29th.
   - 2.2.4. The installation of the overhead doors is schedule to start next week.

   2.3. Required coordination's to maintain schedule:
   - 2.3.1. The location of the propane tank needs to be determined.
     - 2.3.1.1. Mike Schwanke and WiDSETH to coordinate location on site.
       - 2.3.1.1.1. WiDSETH emailed a marked-up drawing, showing the propane location in the northwest corner of the site, to the Contractor. In addition, The Contractor shall coordinate final location on site with Mike Schwanke.

3. **Status of Submittals:**
   3.1. Reviewed and approved since last progress meeting:
   - 3.1.1. None currently.

   3.2. Submittals under review:
   - 3.2.1. 05 5213 Pipe & Tube Railings

   3.3. Rejected submittals:
   - 3.3.1. None currently.

3.4. Submittals scheduled for submission:

3.4.1. 06 2000 Finish Carpentry
3.4.2. 07 2500 Weather Barriers – vapor retarder
3.4.3. 07 9200 Joint Sealant
3.4.4. 09 9600 High-Performance Coatings – trench drain epoxy painting
3.4.5. 12 3200 Manufactured Wood Casework
3.4.6. 22 0553 Identification for Plumbing Piping & Equipment
3.4.7. 22 1005 Plumbing Piping
3.4.8. 23 0553 Identification for HVAC Piping & Equipment
3.4.9. 23 2500 HVAC Water Treatment
3.4.10. 23 3100 HVAC Ducts & Casings
3.4.11. 23 3300 Air Duct Accessories
3.4.12. 23 5100 Breechings, Chimneys and Stacks

4. Quality & Work Standards and Correction of Deficient Items:

4.1. None currently.

5. Request for Information (RFI's):

5.1. The BEC (Utility company) is requiring CT cabinets for metering rather than a meter base.
5.1.1. WiDSETH directed the Contractor to install the metering as per the Utility company requirements.
5.2. The trench drain length in Wash Bay 109 was shorten by 10-feet, due to the size of the sand interceptor being larger than indicated in the drawings.
5.3. The state electrical inspector is requiring two disconnects in lieu of the single disconnect for electrical power shown in the drawings.
5.3.1. WiDSETH directed the Contractor to follow the electrical inspector's request.

6. Architect's Supplemental Instructions (ASI's:

6.1. ASI #1 was issued June 13, 2022. It adjusted the number of nails used at the LVL beam connections; provided additional two-by-six blocking at the typical wall column
6.2. ASI #2 was issued to The Contractor June 24, 2022. It revised the SW site entry design and the SE road paving patch.

7. Status of Proposal Requests:

7.1. The Owner **did not approve** ASI #2.

8. Status of Change Orders:

8.1. Change Order #01 – Value Engineering: Approved
8.2. Change Order #02 – bad soils at building area: Approved
8.3. Change Order #03 – provide two electrical disconnects: Approved during the meeting.
8.3.1. Christina to email copies to all parties.

9. Applications for Progress Payments

9.1. The Contractor submitted Pay Application # 4 for approval.

10. Schedule next Progress Meeting:

10.1. The next progress meeting to be September 8th.
10.1.1. Meet at City Hall; Time: 10:30 AM.
10.1.2. Angela noted she will not be able to attend the next meeting.

11. **Other Discussion Items:**

11.1. The Owner had made earlier arrangements with Paul Bunyan Telephone Company to provide telephone and data connection for this project. A portion of this work is in the project's construction contract.

11.1.1. The Contractor shall coordinate with the Owner and Paul Bunyan Telephone.

If in error, omission, or in need of clarification, contact WiDSETH or mention the issue at the next meeting.

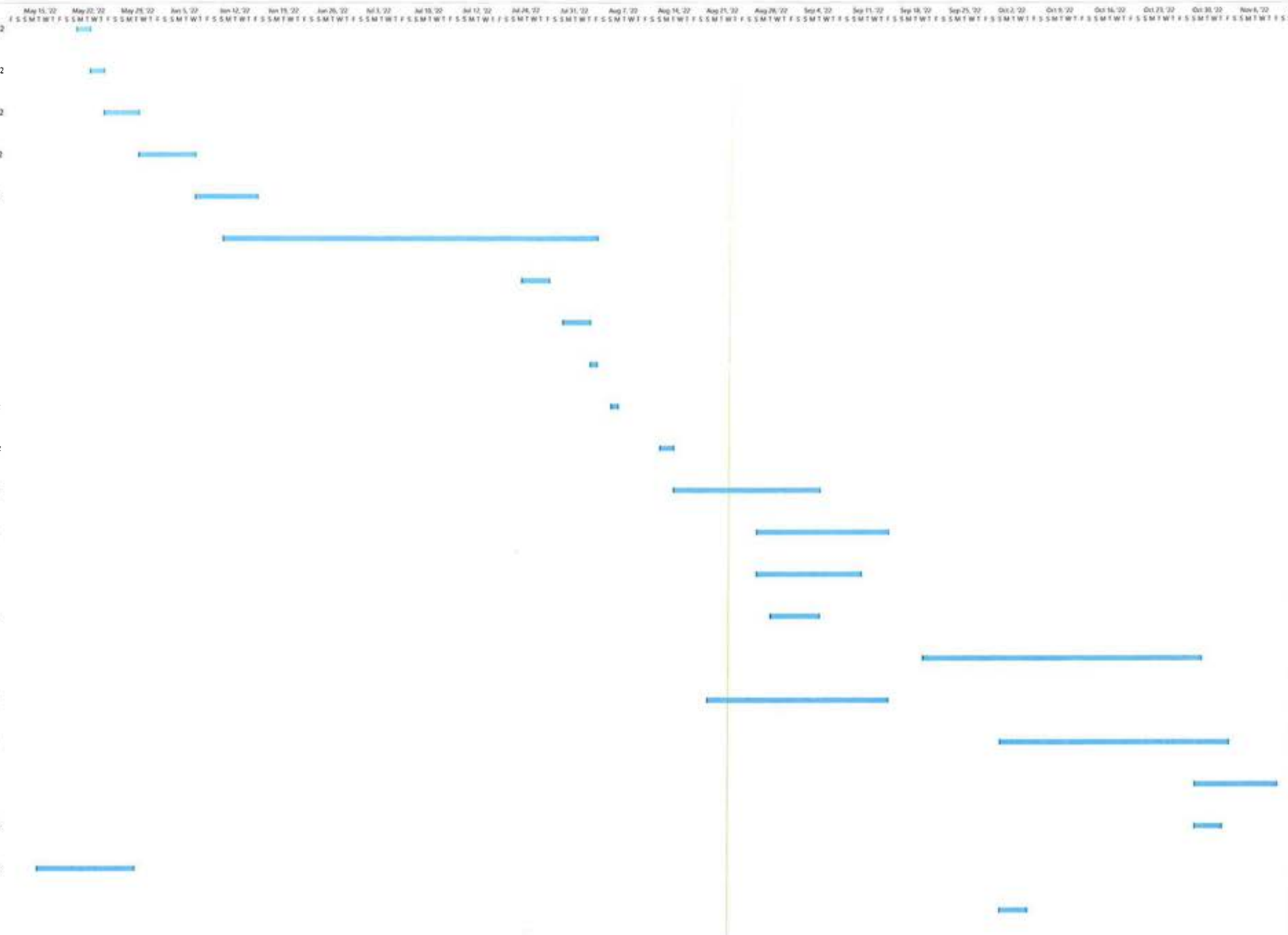
Sincerely,

WiDSETH

Todd Skyberg
Architectural Technician

Attachment: updated construction schedule

ID	Task Name	Duration	Start	Finish
1	Mobilization	2 days	Mon 5/23/22	Tue 5/24/22
2	Excavate Footings	2 days	Wed 5/25/22	Thu 5/26/22
3	Concrete Footings	3 days	Fri 5/27/22	Tue 5/31/22
4	Stand Posts	6 days	Wed 6/1/22	Wed 6/8/22
5	Backfill Building Pad	7 days	Thu 6/9/22	Fri 6/17/22
6	Frame and Enclose Building	40 days	Mon 6/13/22	Fri 8/5/22
7	Plumbing Underground	4 days	Tue 7/26/22	Fri 7/29/22
8	Electrical Underground	4 days	Mon 8/1/22	Thu 8/4/22
9	Install Foam at Grade	1 day	Fri 8/5/22	Fri 8/5/22
10	Infloor Heating	1 day	Mon 8/8/22	Mon 8/8/22
11	Concrete Slab	2 days	Mon 8/15/22	Tue 8/16/22
12	Interior Framing	15 days	Wed 8/17/22	Tue 9/6/22
13	Electrical Rough In	15 days	Mon 8/29/22	Fri 9/16/22
14	Plumbing Rough In	11 days	Mon 8/29/22	Mon 9/12/22
15	Sprayfoam	5 days	Wed 8/31/22	Tue 9/6/22
16	Sheetrock/Taping	28 days	Thu 9/22/22	Mon 10/31/22
17	Garage Doors	20 days	Mon 8/22/22	Fri 9/16/22
18	Interior Finish's	25 days	Mon 10/3/22	Fri 11/4/22
19	Electrical Finish's	10 days	Mon 10/31/22	Fri 11/11/22
20	Plumbing Finish's	4 days	Mon 10/31/22	Thu 11/3/22
21	Exterior Utilities	10 days	Wed 5/18/22	Tue 5/31/22
22	Exterior Concrete	4 days	Mon 10/3/22	Thu 10/6/22



Project: Blackduck maintenance
Date: Thu 8/25/22

Task | Split | Milestone | Summary | Project Summary | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | External Tasks | External Milestone | Deadline | Progress | Manual Progress

From:	Irons, Madison (MPCA)
To:	"Dominic Ellison"; Christina Regas; "shane@tnt-cg.com"
Cc:	Green, Brian (MPCA)
Subject:	Letter of Acknowledgement - Combined Maintenance and Police Facility (63283)
Date:	Tuesday, September 6, 2022 3:30:15 PM

[EXTERNAL]

Re Letter of Acknowledgement
Combined Maintenance and Police Facility, Blackduck, Beltrami County

Dear City of Blackduck and TNT Construction Group LLC:

This is a Letter of Acknowledgment (LOA) issued by the Minnesota Pollution Control Agency (MPCA) to City of Blackduck and TNT Construction Group LLC (Regulated Parties) for compliance with the National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Construction Stormwater General Permit (Permit) at the Combined Maintenance and Police Facility construction site (Site) located in Beltrami County, Minnesota.

On September 1, 2022, MPCA staff conducted a compliance evaluation of the Site. Based on observations made and information obtained during the compliance evaluation, no violations of conditions of the Permit were identified. Please note that the LOA and the Regulated Parties response will remain on record at the MPCA.

If you have any questions or concerns about this LOA or the inspection please contact me at 218-316-3923 or madison.irons@state.mn.us

Best Regards,
Madison Irons | Environmental Specialist
Minnesota Pollution Control Agency (MPCA)
Municipal Division | Construction Stormwater
7678 College Road, Suite 105 | Baxter, MN | 56425
(218)316-3923 | www.pca.state.mn.us

MINNESOTA POLLUTION CONTROL AGENCY

Our mission is to protect and improve the environment and human health.

NOTICE: This email (including attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510-2521. This email may be confidential and may be legally privileged. If you are not the intended recipient, you are hereby notified that any retention, dissemination, distribution, or copying of this communication is strictly prohibited. Please reply back to the sender that you have received this message in error, then delete it. Thank you

Chief Deputy Jarrett Walton, on behalf of Sheriff Ernie Beitel would appreciate the opportunity to present to the Blackduck City Council and community the results of the Jail Needs Assessment and Feasibility Study that was recently submitted to the Beltrami County Board of Commissioners for consideration.

The presentation will cover some of the historical information about the jail and a timeline of the work that has been done along with information about the committees that were established to examine the jail needs.

The study, completed by Justice Planners LLC addressed:

- The current Jail facility deficiencies, challenges and needs
- Current Jail Programming, analysis and needs
- Alternatives to incarceration
- 7 scenario's for a jail facility and their impact on the community to include a brief cost analysis of each and the potential funding sources and the impact on taxpayers for each scenario

The presentation will wrap up with what the next steps are, a timeline, as well as time for questions and answers.

ORDINANCE NO.2022-01

AN ORDINANCE OF THE CITY OF BLACKDUCK, MINNESOTA ANNEXING LAND LOCATED IN HINES TOWNSHIP, BELTRAMI COUNTY, MINNESOTA PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(1), PERMITTING ANNEXATION BY ORDINANCE

WHEREAS, the City owns a number of parcels of land outside the existing City boundaries that are utilized by the City for its sanitary sewer treatment plant, cemetery (Lakeview Cemetery), golf course (Blackduck Municipal Golf Course), and campground (Pine Tree Park Municipal Campground); and

WHEREAS, the parcels to be annexed are already developed for their intended respective uses; and

WHEREAS, annexation will not alter jurisdiction over or control of any abutting roads; and

WHEREAS, such annexation will not cause any tax impact to Hines Township because the parcels are tax exempt, nor will the annexation adversely impact the Township's ability to continue operation; and

WHEREAS, it is in the City's interest to annex these City-owned parcels to the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACKDUCK HEREBY ORDAINS AS FOLLOWS:

1. The City Council hereby determines that the property as hereinafter described is owned entirely by the City and is or is about to become urban or suburban in nature in that it contains City utilities, a City cemetery, and City recreational amenities.

2. None of the property is now included within the limits of any city or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.

3. The corporate limits of the City of Blackduck, Minnesota, are hereby extended to include the following described property, said land being owned in its entirety by the City:

See attached Exhibit A.

The above-described property consists of a total of 502 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto as Exhibit B.

4. The population of the area legally described in Exhibit A is zero.

5. The City of Blackduck, pursuant to Minnesota Statutes § 414.036, is not required to make payment to Hines Township for property taxes given that property to be annexed is entirely tax exempt.

6. Pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described in Exhibit A, there are no special assessments or debt incurred by the Town on the subject area for which reimbursement is required.

7. The City Clerk is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Beltrami County Auditor, and the Hines Township Clerk.

8. This Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of Blackduck, Minnesota, this _____day of _____, 2022.

_____
Maxwell Gullette, Mayor

ATTEST:

_____
Christina Regas, City Clerk

EXHIBIT A

TO

ORDINANCE NO. 2022-01

<u>Legal Description of Annexed Land</u>

<u>Irrigation Fields</u>

Parcel 1 - PID 18.00012.02

The South Half of the Northeast Quarter (S½ NE¼), Section 2, Township 149, Range 31, County of Beltrami, State of Minnesota.

Parcel 2 - PID 18.00024.00
Parcel 3 - PID 18.00026.00

The East One-half of the Southeast Quarter (E½ SE¼), and the Northwest One-quarter of the Southeast Quarter, Section 2, Township 149, Range 31, County of Beltrami, State of Minnesota.

Parcel 4 – PID 18.00025.00

The Southwest Quarter of the Southeast Quarter (SW¼ SE¼), Section 2, Township 149, Range 31, County of Beltrami, State of Minnesota.

<u>Cemetery</u>

Parcel 5 – 18.00186.01

Beginning at an iron monument set at a point thirty-three (33) feet West and thirty-three (33) feet South of the corner to Sections Eleven (11), Twelve (12), Thirteen (13) and Fourteen (14) in Township One hundred and forty-nine (149), Range Thirty-one (31), thence West along a line parallel to and thirty-three (33) feet South of the Section line between said sections eleven (11) and fourteen (14) a distance of four hundred sixty-six and sixty-nine one hundredths (466.69) feet, thence South along a line parallel to said section line between Sections thirteen (13) and fourteen (14) a distance of four hundred sixty-six and sixty-nine one hundredths (466.69) feet, thence East along a line parallel to the first described course a distance of four hundred sixty-six and sixty-nine one hundredths (466.69) feet, thence North

along a line parallel to and thirty-three (33) feet West of the section line between said sections thirteen (13) and fourteen (14) a distance of four hundred sixty-six and sixty-nine one hundredths (466.69) feet to the place of beginning, containing five (5) acres, County of Beltrami, State of Minnesota.

Parcel 6 – PID 18.00186.00

Beginning at a point 499.69 Feet West and 33 Feet South of the NE Corner of NE¼NE¼ of Section 14, Township 149, Range 31, thence South on the West line of the present Village Cemetery a distance of 466.69 Feet to an iron pip drove in the ground, thence West making a deflection angle of 89° 47´, a distance of 373.35 Feet, thence North making a deflection angle of 90° 13´ a distance of 466.69 Feet, thence East making a deflection angle of 89° 47´ on the line parallel to and 33 Feet South of the North Section line of above section a distance of 373.35 Feet which is the place of beginning, containing four acres, County of Beltrami, State of Minnesota.

AND

The Southerly 250.00 feet of the northerly 749.69 feet of the easterly 873.04 feet and the easterly 33.00 feet of th southerly 466.69 feet of the northerly 499.69 feet, all in the N.E¼ of the N.E.¼ of section 14, Township 149 North, Range 31 West, containing 5.36 acres, County of Beltrami, State of Minnesota.

<u>Wastewater Ponds and Golf Course</u>

Parcel 7 – PID 18.00134.00

The Northeast Quarter of the Northwest Quarter (NE¼ NW¼), Section Eleven (11), Township one Hundred Forty-nine (149), subject to reservation of minerals and mineral rights, County of Beltrami, State of Minnesota.

Parcel 8 – PID 18.00140.00

The Southeast Quarter of the Northwest Quarter (SE¼ of NW¼) and the Northeast Quarter of the Southwest Quarter (NE¼ of SW¼), all in Section Eleven (11), Township One Hundred Forty-nine (149), Range Thirty-one (31), County of Beltrami, State of Minnesota.

Parcel 9 – PID 18.00146.00

The Southeast Quarter of the Southwest Quarter (SE¼ of SW¼), except the West ten (10) acres thereof, all in Section Eleven (11), Township One Hundred Forty-nine (149), Range Thirty-one (31), County of Beltrami, State of Minnesota.

Parcel 10 – PID 18.00132.00

The Southwest Quarter of the Northeast Quarter (SW¼ of NE¼), all in Section Eleven (11), Township One Hundred Forty-nine (149), Range Thirty-one (31), County of Beltrami, State of Minnesota.

Pine Tree Park

Parcel 11 – PID 18.00141.00
Parcel 12 – PID 18.00142.00
Parcel 13 – PID 18.00143.00
Parcel 14 – PID 18.00144.00
Parcel 15 – PID 18.00145.00
Parcel 16 – PID 18.00147.00
Parcel 17 – PID 18.00148.00

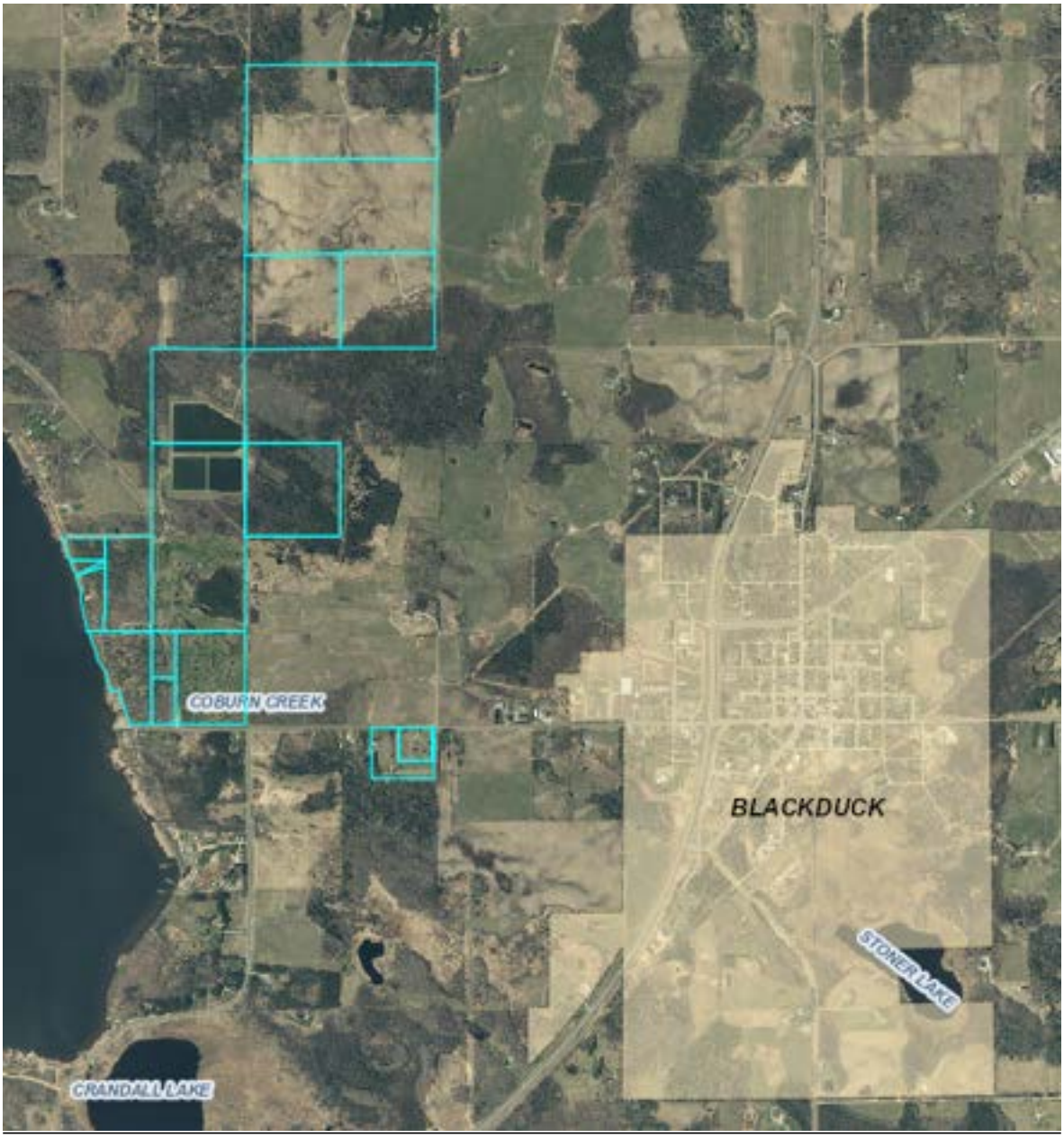
Government Lots Two (2) and Three (3), and the West Ten (10) acres of the Southeast Quarter (SE¼) of the Southwest Quarter (SW¼), all in Section Eleven (11), Township One Hundred Forty-nine (149) North, Range Thirty-one (31) West, County of Beltrami, State of Minnesota.

EXHIBIT B

TO

ORDINANCE NO. 2022-01

Property to be Annexed and Corporate Boundary of City



None of the property to be annexed is platted.

Paige filled out for anette based on verbal conversation

City of Blackduck
AUG 15 2022

Blackduck
A GREAT PLACE FOR FAMILIES

City of Blackduck
8 Main Avenue NE P.O. Box 380 Blackduck, MN 56630
Phone: 218-835-4803 Fax: 218-835-4801

Agenda Request Form

Items to be placed on the Agenda must be submitted by 12:00pm on the Wednesday preceding the meeting.

Request to be scheduled on the agenda for Blackduck City Council

Date of Meeting: _____

Name: Annette Meyer

Address: 173 Main Street Phone: 218-252-2685

"New citizens concerns"

Business to be addressed by City Council:

1. Signage in yard - blocks thrift store signage.
2. Signage in yard - set in yard an unwanted amount.
3. Demo buildings - parking blocked off
4. Demo buildings - take too long to be removed.
5. Traffic speed enforcement.

Action Requested of Council:

Signed: Verbal Date: 08/15/22

Paige completed for Anette.

S:\Blackduck City Council\Agenda Requests.doc

CITY OF BLACKDUCK

PUBLIC FUNDS REQUEST FORM

PO BOX 380 BLACKDUCK, MN 56630

Organization or Group Requesting Public Funding:

Blackduck Chamber of Commerce

What type of project will the Public Funds used for:

Insurance Package Policy for City of Blackduck thru the Blackduck Chamber of Commerce

Describe IN DETAIL the overall benefits this will provide to the City of Blackduck as a body and what public purpose will the project provide to the residents of the City of Blackduck: the Chamber sponsors the Wayside Rest for all visitors who stop while traveling through Blackduck; Chamber also sponsors events like the Backwoods Bash for all families in our community, including a Parade; Crawfish Boil (when able to have); Bingo Events and other Chamber events that benefit the entire Community.

Outline specifically WHAT PORTION of the project these funds will be used for:

Package policy of the Insurance Plan.

What other Organization has your group contacted for funding? Please list names of other organizations and the dollar amounts requested and or grants requested:

Date Funds are being requested: 8/15/22 $622.00

Date the project starts and completes: 7/25/22 → 7/25/23

See opposite side of form for Conditions for Requesting Public Funds

CITY OF BLACKDUCK

PUBLIC FUNDS REQUEST FORM

PO BOX 380 BLACKDUCK, MN 56630

Conditions for requesting Public Funds

The following procedures are recommended to request public funds from the City of Blackduck:

1. Any person or organization that wishes to request public funds must contact the City Administrator and fill out a Request Form.
2. No money will be appropriated without careful consideration by the City and the City Council.
3. Qualifying requests will be acted upon by the Blackduck City Council on the April, July, October, and December regular council meetings.
4. Requests received less than 7 days before the quarterly meeting date will be automatically held until the next meeting month.
5. Those persons may also make a formal request to the City Council of Blackduck at the April, July, October, and December regular City of Blackduck Council meeting once appropriately placed on the council agenda.

The full City Council meeting schedule is posted on the City website calendar at www.blackduckmn.com or can be requested by calling City Hall at 218-835-4803.

CITY OF BLACKDUCK
RESOLUTION NO: 2022-18

RESOLUTION AUTHORIZING THE SALE OF PUBLIC PROPERTY IN THE CITY LIMITS OF THE CITY OF BLACKDUCK, MN

WHEREAS, the City Council of the City of Blackduck acknowledges the Blackduck Library facility located at 72 1st Street SE (PIN #81.00162.00) is too small for the services it provides to the public,

AND WHEREAS, the City Council of the City of Blackduck has interest in expanding services of the Blackduck Library to the community and the residents of the City of Blackduck, MN, and

AND WHEREAS, the City Council of the City of Blackduck has received notice from Kitchigami Regional Library System the Blackduck Library will receive $65,683 from the Capital Appropriation Funds to improve, build new, or extend existing KRLS facilities,

AND WHEREAS, the City Council of the City of Blackduck has authorized a proposal for the purchase of the Deerwood Bank property located at 17 Summit Avenue with the following terms and conditions to incorporate in a purchase agreement for the property:

a. SELLER: Deerwood Bank

b. BUYER: City of Blackduck

c. LEGAL DESCRIPTION: Lots 25, 26, 27, 28 and 29, Block 8, Blackduck, Beltrami County, Minnesota, less the east 60 feet thereof, together with the north half of the vacated alley abutting Lot 25. [Description to be confirmed.]

d. PURCHASE PRICE: $120,000.00

e. CLOSING: Closing shall occur within 30 days after contingencies are satisfied. Customary closing costs shall be paid by the City.

f. DUE DILIGENCE: Buyer intends to acquire property to house a library. Buyer to proceed with due diligence to sell existing library building and inspect subject property. Inspection and title review to occur within 60 days of executing purchase agreement.

g. CONTINGENCIES: (1) Sale of existing library property (transfer of title).
(2) Satisfactory inspection of Bank property.
(3) Kitchigami Regional Library System to release $65,683 in funding for purchase of subject property.

If all contingencies are not satisfied within 270 days from the effective date of the Purchase Agreement, the Agreement shall automatically terminate.

Notwithstanding the first contingency, if a bona fide written offer in an amount greater than $120, 0000 is received by the bank for purchase of the property, and the City wishes to proceed with the purchase, the closing shall occur within 30 days of the City receiving a copy of the offer.

CITY OF BLACKDUCK
RESOLUTION NO: 2022-18

h. TAXES: All taxes shall be prorated as of the date of closing. Seller shall pay any special assessments levied as of closing date. Seller shall pay state deed tax.

i. TITLE INSURANCE: Seller shall obtain and pay for a Title Commitment from a title company approved by the City in the amount of the Purchase Price, with all standard policy exceptions deleted, within 21 days of the effective date of the Purchase Agreement. The title policy shall be paid by the Buyer.

j. BROKERAGE: There are no brokers involved in this transaction.

k. TRANSFER RESTRICTION: The City agrees not to sell existing property located at 72 1st Street SE Blackduck, MN 56630 to another bank or credit union.

AND WHEREAS, the City Council of the City of Blackduck acknowledges the existing facility must sell to a private party to satisfy the terms of the purchase agreement,

AND WHEREAS, the City Council of the City of Blackduck acknowledges the sale of the property at 72 1st Street SE (PIN #81.00162.00) has no relationship to the comprehensive plan requiring no initial review of the Planning Commission per MN Statute §462.356 Subd. 2,

THEREFORE, the City Council of the City of Blackduck authorizes the City Administrator, to undertake the necessary steps to put the aforementioned property up for sale,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACKDUCK HEREBY AUTHORIZES THE SALE OF PUBLIC PROPERTY PIN # 81.00162.00

Adopted by the City Council on September 6, 2022

_____ _____

Maxwell Gullette, Mayor Christina Regas – City Administrator

CITY OF BLACKDUCK
PRELIMINARY LAND DIVISION REQUEST FORM

Recorder Contact: Christina Regas
Date: 7/20/2022
Fee Owner: City of Blackduck
Address: PO Box 380
Blackduck, MN 56630

Internal Checklist
_____ GIS
_____ ZONING
_____ AUDITOR

Tax Parcel Number: 81.00120.01; 81.00120.00; 81.00122.00

Correct Legal Description:

A. Description of Parcels to be Combined:

81.00120.01 - SECT-12 TWP-149 RANGE-031 BLACKDUCK LOT-016 BLOCK-007 W 78.5' FORFEITED 7/13/21 (2017 NHCOM)
81.00120.00 - SECT-12 TWP-149 RANGE-031 BLACKDUCK LOT-017 BLOCK-007 LESS S1/2 OF E 71.5'
81.00122.00 - SECT-12 TWP-149 RANGE-031 BLACKDUCK LOT-018 BLOCK-007

B. Description of Remainder:

C. Number of Parcels being Created: : 1

Lakeshore: YES ___ NO X If yes, what body of water? _____
(If within 1000 feet of lakeshore must have a land survey per Ordinance.
Attach survey, plat drawing or sketch.)

Location of Property:

If in city limits, which City? (Bemidji, Blackduck, Kelliher, Wilton, Turtle River)

A. Approval	YES (need letter)	NO
B. Fee Paid	YES	NO

If in township with zoning, which Township? (Alaska, Bemidji, Frohn, Sugar Bush, Taylor, Ten Lake, Turtle River)

A. Approval	YES (need letter)	NO
B. Fee Paid	YES	NO

Contact Person: Christina Regas, City Administrator
Address: PO Box 380 Blackduck, MN 56630
Phone: 218-835-4803

COUNTY USE ONLY:

APPROVED: **YES** (Expiration Date: _____) **NO**

SIGNATURE: _____ **DATE:** _____

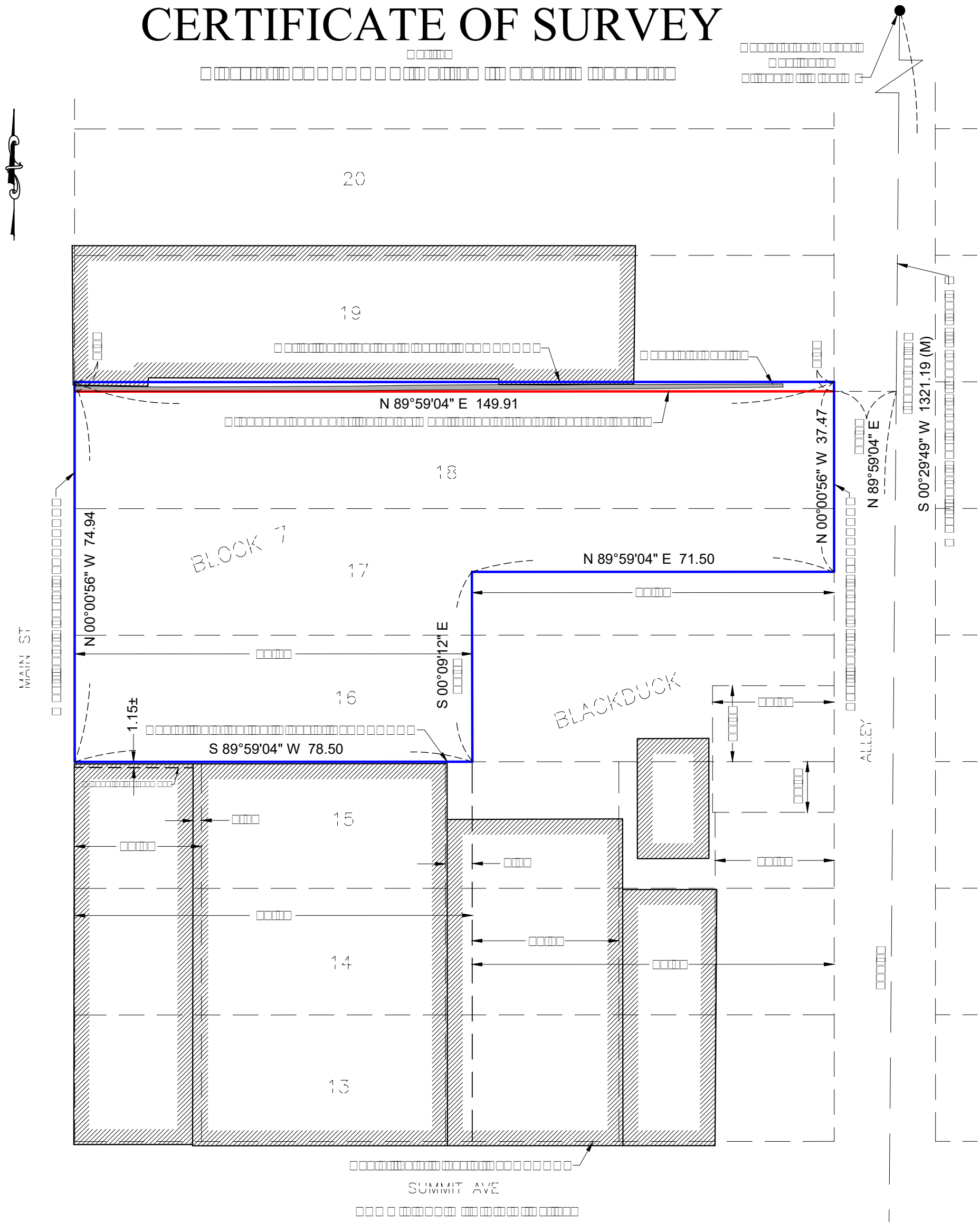
COMMENTS:

_____

_____

1. **$100.00 Division Fee per Split**
2. **Current Year's Taxes Paid in Full**
3. _____

CERTIFICATE OF SURVEY



DRAFT

MURRAY

CITY OF BLACKDUCK
RESOLUTION NO: 2022-19

RESOLUTION AUTHORIZING THE SALE OF PUBLIC PROPERTY IN THE CITY LIMITS OF THE CITY OF BLACKDUCK, MN PURSUANT TO MINNESOTA DEPARTMENT OF ECONOMIC DEVELOPMENT DEMOLITION LOAN PROGRAM AGREEMENT (RDLP-21-0001-o-FY21)

WHEREAS, the City Council of the City of Blackduck has entered into a loan agreement (RDLP-21-0001-o-FY21) with the Minnesota Department of Economic Development Demolition Loan Program for the Main Street Commercial Project,

AND WHERAS, that land whose legal description is noted as **Exhibit A** and includes PIN# 81.00120.01; 81.00120.00; & 81.00122.00 in loan agreement RDLP-21-0001-o-FY21,

AND WHEREAS, the City Council of the City of Blackduck acknowledges the property identified in loan agreement (RDLP-21-0001-o-FY21) for demolition of structures will serve the public if newly developed for commercial use,

AND WHEREAS, the City Council of the City of Blackduck acknowledges the demolition of said property is at or near completion per the agreement with the contractor,

AND WHEREAS, the City Council of the City of Blackduck has interest revitalizing the downtown business zone **B-1**,

AND WHEREAS, the City Council of the City of Blackduck acknowledges the commercial property must sell to a private party to satisfy the terms of said loan agreement,

AND WHEREAS, the City Council of the City of Blackduck acknowledges the sale of the property at 32 Main Street N.; 40 Main Street N.; & 48 Main Street N. (PIN #81.00120.01; #81.00120.00; & #81.00122.00) have no relationship to the comprehensive plan requiring no initial review of the Planning Commission per MN Statute §462.356 Subd. 2,

THEREFORE, the City Council of the City of Blackduck authorizes the City Administrator, to undertake the necessary steps to put the aforementioned property up for sale,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACKDUCK HEREBY AUTHORIZES THE SALE OF PUBLIC PROPERTY PIN # 81.00120.01; #81.00120.00; & #81.00122.00.

Adopted by the City Council on September 6, 2022

_____ _____

Maxwell Gullette, Mayor Christina Regas – City Administrator

From:	Ashby, Jason (DPS)
To:	Christina Regas
Cc:	Forsell, James (DPS); Larson, Rachael M (DPS)
Subject:	Blackduck Deputy Registrar
Date:	Tuesday, September 6, 2022 2:08:09 PM
Attachments:	image001.png Deputy Registrar App - Current.pdf

[EXTERNAL]

Good afternoon Christina,
We are writing, as we have been informed today. The DSP Commissioner's office has made the decision to approve your location for a limited driver and vehicle services office in Blackduck. The City will need to appoint an individual, provide us with letterhead regarding new city clerk appointed and a copy of the appointed' s criminal history check.

Our supervisor James Forsell will be reaching out to you tomorrow with more information.

Jason Ashby
Deputy Support- Special Services
Driver and Vehicle Services
445 Minnesota Suite #185A
Saint Paul, MN 55101