



# MINUTES

## Council - Work Session Meeting

6:00 PM - Monday, April 18, 2022

City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Monday, April 18, 2022, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

**COUNCILORS PRESENT:** Mayor Maxwell Gullette, Councilor Donald Johnson, Councilor Bobbie Jo Kewitsch, and Councilor Laurie Hamilton

**COUNCILORS EXCUSED:** Councilor Nicholas Seitz

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

**OTHERS PRESENT:**

### 1 CALL TO ORDER

- a) Roll Call  
Roll call taken by Administrator Regas.
- b) Pledge of Allegiance  
Mayor Gullette dispensed with the pledge of allegiance.

### 2 APPROVAL OF AGENDA

- a)

Bobbie Jo Kewitsch moved to approve the agenda as presented Laurie Hamilton seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Donald Johnson	For
Bobbie Jo Kewitsch	For
Laurie Hamilton	For

### 3 OLD BUSINESS

- a) Public Works / Public Safety Facility Updates  
Pre-Construction Meeting & Interim Financing Documents  
Regas reported the Notice to Proceed was provided to TNT Construction; a pre-construction meeting will be held within the next 2-3 weeks; and Ehler's Financial Consultant Todd Hagen will have interim finance documents at the May 7th, 2022 Regular Council Meeting. Nothing further.
- b) American Rescue Plan Act Funding

Regas and Schwanke reported to the board a portion of the funding may be spent on televising and jetting and recommended the city use a portion of the funding to have meters installed on each of the irrigation pivots systems after the pond systems to track the amount of water is being placed on the fields. Council members agreed to the upgrade and requested Schwanke request numbers from vendors for the equipment to approve the installation of the meters.

c) Blackduck Stumpjumpers Public Parking Lot

Regas had no new activity on this project to report.

d) Downtown Redevelopment Project

Regas reviewed the construction estimate from JD Construction with the board and requested feedback. Council member Kewitsch asked what the bulk of the estimate included noting a breakdown in materials cost would be nice to see. Mayor Gulette asked if the board is alright with the estimate. Regas asked if the board would prefer the City received multiple bids on the reconstruction. The board agreed the estimate for re-construction was fine. Regas provided a breakdown on the provided budget of eligible and non-eligible project expenses for review. Regas stated the next step would be to have all stakeholders would hold a meeting to determine a timeline for the project.

e) City Sales Tax

Regas stated the House bill should be passed soon but the Senate had not had any action on it. Regas stated the next steps would be to have it approved by the voters in November General Election and prior to provide the voters a campaign to promote it. Regas stated Widseth has not worked on the next steps until after the legislature acts on the bills.

f) Public Works Grader

Schwanke stated reported that at the public works committee meeting it was concluded there are no funds to purchase the equipment from Bemidji discussed at the April Council meeting. Schwanke plans to bring the Grader to Frontier Repair. Councilor Hamilton asked if the equipment cannot be fixed then what does the City still grade or not. Schwanke stated there may be assistance from the County and he will look into that option again. Schwanke stated his concern for spring grading and will have his department do what they can to work on the roads. Councilor Hamilton asked if there are any grants out there. Regas stated equipment grants are very hard to find and the City would already be using the USDA Loan/Grant option for 3 approved equipment pieces for the new facility.

g) Kitchigami Regional Library Capital Appropriation Project

Discussion on options for use of capital fund balances from Kitchigami were presented. Councilor Hamilton presented two options requested by the Blackduck Library Board:

1. Remodel and build an addition to the existing Library building
2. Purchase the old Wells Fargo Bank building.

Several discussions regarding these options were presented including:

1. The amount of property taxes and NTC that would be removed from the city levy if bank building was purchased @ \$5,400 annually.
2. The bank building would provide all the space needed for the current library programing and missed programming and current programming offered.
3. The library board would like to add to the capital funds the sale of the current building + fundraising = the sale offer of \$120,000
5. The option of increasing the hours of operation for the library to the public.
6. The value of the existing library for resale.
7. The costs to improve on and expand the existing library building.

8. The board agreed improvements and a new facility for the library is needed and should be strongly considered by the city.
9. The board discussed how the library is missing out on Legacy grants due to lack of space in the existing building and what that programming can provide to Blackduck.

The board agreed to the next action items:

1. Regas will provide valuation of the current library building from the last insurance assessment to the council.
2. Regas will review the costs for maintaining a new building and provide those numbers to the council.
3. Schwanke will review costs for improvements to the existing library building for the council.
4. Councilor Hamilton will discuss the work session with the local library board.

h) Blackduck Limited DMV

Regas reported the delay for the DMV approval/denial was due to another office request from Red Lake. This request came in shortly after the City of Blackduck submitted its request to DPS. Regas stated that her liaison recently stated the request was re-submitted to the Commissioner of DPS for approval after the regional team submitted it to the state level. Regas stated the decision should have only taken 10 days to hear a response. Regas stated her hope is that the City will hear something later in the week from DPS and would report to the council when that comes in.

i) Blackduck Website Redevelopment

Regas reported the beta link was provided for review on April 15th and revision requests have been sent to Pinnacle.

j) Spot Annexation - City of Blackduck Property in Hines Township

Regas reported her contacts with Beltrami County found that the annexation of the city property outside the city limits discovered the process was allowable. The City Council provided Regas the authorization to move forward with the process and to contact the City Attorney to move forward.

k) Cemetery Vault Upgrades

Schwanke stated he met with Regas and the City does have funding in the Perpetual Care reserve account that could be suitable to make updates to the Vault. Councilor Hamilton asked what Schwanke wanted to do. Schwanke stated he would like to tear down the existing vault and rebuild a more suitable structure on the southwest of the cemetery and then place a memorial in the location of the old vault. The board requested Schwanke provide at the next work session estimates for the vault reconstruction. Schwanke would like to clean up a old section of road in Lakeview Cemetery that is deteriorating with some of the funding.

l) Golf Course Purchase of John Deer 1600 Turbo - Replace Current Rough Mower

Frenzel reported needing council consideration on the purchase of the John Deer 1600 Turbo mowers that were provided by Golf Board member Kevin Erpelding in October 2021. Frenzel would like to move forward with the approvals. Council Hamilton asked when Erpelding would have the two mowers ready to recommend one for purchase (either 2002 or 2007). Schwanke stated either mower would work as they are both the same functions. Frenzel stated she would like to move forward with a choice so that she can prepare for staffing as these mowers will cut down on the time to mow roughs and to train staff on the equipment. Regas stated if the City Council agrees to move forward then she can provide interim- financing for approval at the May 7th meeting. Schwanke stated he could look over the equipment at Corner Garage to assist with the choice. Regas stated the council could approve the purchase at the next meeting and then instruct Corner Garage to deliver the 2007 to

the City if the 2007 ends up being a unit that isn't suitable then exchange the units and request a refund.

**4 NEW BUSINESS**

- a) Donation from Glennis Moon and the Blackduck Woodcarvers for Performance Stage Project  
Regas reported receiving donations from Glennis Moon (\$35,000) and Woodcarvers (\$1,000) for the project.
- b) Request for Playground Equipment for the Wayside Rest Park - Park and Trail Board Meeting - Monday, May 2, 2022 @ 3pm  
Regas reported the City received a grant for playground equipment for \$1,200 from Beltrami County Round up. Frenzel stated she applied for that grant. Regas stated the Park and Trail Board would be having a meeting on May 2, 2022 to discuss future projects at Wayside Rest Park.
- c) Donation from Grand Rapids Amateur Hockey to the Blackduck Golf Course  
Regas stated the Golf Course received a \$4,000 donation for youth golf program including equipment.
- d) Blackduck HRA Sale of Property - 81.00435.00 - Gloria Dalton  
Regas reported a private individual that is interested in a parcel owned by the Blackduck HRA. Regas stated that person is asking questions regarding valuation, utilities, and taxes. Regas requested confirmation from the Blackduck HRA board if this parcel is of interest to sell. The board agreed to continue moving forward with the individual and provide a reasonable selling price for approval. Regas will wait to hear from the County on valuation and then request the City Attorney draw up papers. Nothing further at this time.

**5 ADJOURNMENT**

a)

Maxwell Gullette moved to adjourn the meeting at 8:10pm Bobbie Jo Kewitsch seconded the motion.

Carried 4 to 0

Maxwell Gullette	For
Donald Johnson	For
Bobbie Jo Kewitsch	For
Laurie Hamilton	For

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Maxwell Gullette, Mayor

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Christina Regas, City Administrator