



# MINUTES

## Council - Work Session Meeting

6:00 PM - Monday, June 27, 2022

City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Monday, June 27, 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 Laurie Hamilton, and Council member Ronald Fredrickson

**COUNCILORS EXCUSED:** Councilor Nicholas Seitz and Councilor Donald Johnson

**STAFF PRESENT:** Fire Chief Brian Larson, City Administrator Christina Regas, and Public Works Director Mike Schwanke

**OTHERS PRESENT:**

### 1 CALL TO ORDER

- a) Roll Call  
Roll call was taken 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 3 to 0

Maxwell Gullette	For
Laurie Hamilton	For
Ronald Fredrickson	For

### 3 OLD BUSINESS

- a) Public Works / Public Safety Facility Updates -  
Regas provided progress meeting minutes and field reports from June 2 and June 16, 2022. Regas reports any issues that arrived from the project have been dealt with. Regas stated the scheduled June 30th meeting may not take place due to a death in the project formen's family.
- b) American Rescue Plan Act Funding  
Regas reports the funding was used for council approved quotes for work on city lift stations. Regas further stated the 2nd half of the funding should be received in July. Nothing further.

- c) Blackduck Stumpjumpers Project  
Regas provided pictures of the parking lot and reports close out on the grant is June 30, 2022 and that will be submitted shortly after that date. Regas further states the club will be providing updates to the structure on the parcel to provide future use and wishes to have that complete prior to lease agreement with the City of Blackduck. Nothing further.
- d) Downtown Redevelopment Project Updates  
Regas reports the project is planned to begin July 5th and relocation of data lines and Anderson's propane tank should be taking place prior. Regas states the need for blocking off the sidewalk during demolition and requested assistance from public works. Nothing further.
- e) City Sales Tax  
Regas reports without a tax bill passing from the legislature in May 2022 the process is on hold until a special session is held and past. Regas reports the City has 45 days prior to the general election to pass a resolution to put the local sales tax on the ballot in November. Regas further states that with no tax bill the time frame is limited to get the word out to the voters. Nothing further.
- f) Kitchigami Regional Library Capital Appropriation Project Updates  
Regas reports after the board meeting on June 23rd the KRLS board approved the use of capital funds towards the purchase of a larger facility. Regas will move forward working with the City Attorney to draft an offer to the owner to purchase the building contingent upon the sale of the existing library building and provide to the council for approval on July 11. Nothing further.
- g) Blackduck Limited DMV  
Regas could not provide further progress on this project at this time.
- h) Blackduck Website Redevelopment  
Regas reports the new www.blackduckmn.com site has launched and the City will need an updated group council picture for the elected officials page. Regas requested a group photo be taken after the July 11th meeting date. Nothing further.
- i) Cemetery Vault Upgrades  
Schwanke could not provide any updates on this project at this time.
- j) Moon / Pafko Performance Stage Updates  
Regas reports Schwanke and the key people met to determine the final location spot for the stage. Schwanke reports his pick for the location was agreed upon with the group. Regas stated Kalvig has stated wishing to have City Council approval or agreement on the location and posed that decision to the board. Mayor Gullette states a council resolution was not needed in this decision and the group making the decisions on the project have the full support of the board. Nothing further.
- k) City of Blackduck Property Annexation Process  
Regas reports the property annexation process is still awaiting further progress from the City Attorney.
- l) April 2022 Beltrami County State of Emergency Flooding Event & MN Homeland Security & Emergency Mgmnt - updates  
Regas reports the flooding event request for FEMA funding is still pending. Nothing further.

#### **4 NEW BUSINESS**

- a) Blackduck Fire Department Chassis Purchase - RDO Truck Center - Fire Chief Larson  
Chief Larson provided the history of the current tanker trucks used by the Blackduck Fire Department and the need for a new Chassis. Larson reports needing to provide a

deposit of \$10,000 to the supplier and requests the City Council approve the deposit. Larson reports how difficult it is to get Chassis' and how difficult the market it is for trucks right now. Larson states once the Chassis is delivered then the City would have Frontier Repair swap out the tanker onto the new Chassis. Larson provided the quote for the Chassis from RDO for review. Larson states once locked into the order with RDO delivery would not happen until 2023 due to the delays.

Regas asked what the installation costs may be for the new Chassis and tank. Larson stated he was uncertain of complete costs but stated there would be additional need for new LED lighting to be installed on the unit, radio installation and much of those installs can be done in-house.

Regas asked if the City would re-sell the current Chassis or does the City keep it and use it for other use. Larson states it will need clutch work. Schwanke states it can be used to flush systems with his old tank if the City choses to use it.

Regas will provide the agreement with RDO and deposit request in the July 11th consent agenda for final approval. Nothing further.

b) Resolution 2022-01 Revision of Appointments & Designations

Regas recommend the City Council revise the 2022 appointments and designations at the July 11th meeting by replacing resigned council member Kewitsch with newly appointed council member Fredrickson. The board agreed to the changes and requested the resolution be approved at the new council meeting. Nothing further.

c) Other items of Discussion -

1. 2022 Election Process - Regas provided a summary of the 2022 Local Election process announcing elected city official filing is August 2 - 16th, 2022 with the withdrawal period ending August 18th, 2022 @ 5pm.

2. Finance Committee Meetings for 2023 Levy Process - Regas discussed the finance committee meetings should begin end of July and be held every two weeks until the deadline for the preliminary levy is approved September 30, 2022. Mayor Gullette requested a second council member sit in on the levy process and suggested the current board members consider assisting in the process.

3. LMC Conference Feedback - Regas reports attending several good sessions at the conference including one on grant writing; PTSD; and hiring. Regas will share the LMC action plans for PTSD and mental health advocacy for employees to the council.

4. Well #8 & Well #5 repairs needed - Schwanke reports well #8 inspection shows a hole in the casing and the city is on schedule for the repair - the annual inspection has shown an increase in loss of water allowing the plant to run longer and the repair will be completed by Thien Well. Schwanke further reports the back up well #5 has recently had a pipe shift due to extreme wet and dry ground over the past year weather. Schwanke states repairs will begin tomorrow.

5. Public Works Staff on medical leave - Schwanke reports one full time public works staff on 6-12 week medical leave over the summer; and having less staff than normal and increased service need at the golf course. Schwanke states some of his summer projects may not get action due to staffing shortages.

6. Citizen complaints regarding annual event at Wayside Rest - Regas reports the Reading of the New Testament event at the wayside rest this past weekend has received several complaints from the noise level. Regas states that in the future the City may have to restrict the use of speakers for the event or the volume level be reduced. The council members agreed the volume level should be reduced.

7. Reservations at campground and pavilions futures - Regas reports the increase in reservations to city provided facilities will need to change in the near future due to

the open camping and reservations provided to the public. Schwanke states the hybrid version is causing difficulty with the public. Councilor Hamilton agrees the campground will need to move to all reservations as that is the way the public expects it.

**5 ADJOURNMENT**

a)

Laurie Hamilton moved to adjourn the meeting at 7:24pm Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Laurie Hamilton	For
Ronald Fredrickson	For

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Christina Regas, City Administrator

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Maxwell Gullette, Mayor