



AGENDA

Blackduck City Council Meeting

6:00 PM - Monday, November 7, 2022

City Hall, 8 Summit Drive, Blackduck MN

	Page
1. CALL TO ORDER	
a. Pledge of Allegiance	
b. Roll Call	
2. APPROVAL OF AGENDA	
3. CONSENT AGENDA	
<i>All items listed under the Consent Agenda, unless removed from the Consent Agenda shall be approved by one Council motion.</i>	
a. October 10, 2022 Blackduck City Council Meeting Minutes Council - Oct 10 2022 - Minutes - Pdf	5 - 12
b. October 19, 2022 Blackduck Planning Commission Meeting Minutes Minutes 10192022	13
c. October 20, 2022 Blackduck Personnel Committee Meeting Minutes Minutes 10202022	14
d. October 20, 2022 Blackduck Golf Board Meeting Minutes Golf Board Meeting 10202022	15
e. October 24, 2022 Blackduck City Council Special Meeting Minutes Council - Oct 24 2022 - Minutes - Pdf	16 - 17
f. October 24, 2022 Blackduck City Council Work Session Minutes Council - Work Session - Oct 24 2022 - Minutes - Pdf	18 - 21
g. October 2022 Fund Balance Report & Recommended operating transfers October 2022 Fund Balance Report	22
h. October 2022 Bill Report October 2022 Bill Batch	23 - 24
i. October 2022 Sewer Income Statement October 2022 Sewer Income Statement	25
j. October 2022 Water Income Statement October 2022 Water Income Statement	26
k. October 2022 Pine Tree Park Income Statement October 2022 Pine Tree Park & Blackduck Beach Income Statement	27
l. October 2022 Golf Course Income Statement October 2022 Golf Course Income Statement	28 - 29
m. October 2022 Liquor Store Income Statement	30 - 31

[October 2022 Liquor Store income statements](#)

n.	Final Approval - October 2022 Business Credit Card(s) Payment Batch <u>October business credit card payment batch</u>	32
o.	Final Approval - September 2022 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association <u>LG216 09-2022</u>	33
p.	Final Approval - 2022 MV Credit - MN Dept. of Revenue <u>0000201376</u>	34
q.	Final Approval - Month end remittance report for October 2022 <u>Beltrami County Month End Remittance Report for October 2022</u>	35
r.	Final Approval - October new employees - Blackduck Fire Department volunteers <u>October 2022 new hires approval</u>	36
s.	Final Approval - MN Pump Works ARPA Funds payment for service to lift stations <u>MN Pumpworks ARPA funding Wastewater</u>	37 - 38
t.	Final Approval - October 12, 2022 Potential Refunding of Existing Bonds Report, Ehlers Financial <u>City of Blackduck 20221012 Refunding Analysis</u>	39 - 41
u.	Final Approval - LMCIT Irrigator Insurance Claim payment, Claim #LMC CP 233775 <u>LMC claim 233775 Irrigator</u>	42
v.	Final Approval - General Corporate License 2023-01 - Northern Amusement <u>General License 2023-01</u>	43 - 44
w.	Final Approval - General Corporate License - 2023-02 - Northern Amusement <u>General License 2023-02</u>	45 - 46
x.	Final Approval - 2023 Intoxicating Liquor & Wine License - The Pond <u>The Pond 2023 Liquor License</u>	47
y.	Final Approval - Combined Maintenance and Public Safety Facility Change Order #5 - snow guards <u>Change Order 5</u>	48 - 50
z.	Final Approval - Final Pay Application 11 - Liquor Store Remodel & Addition Project - KA Construction <u>The Pond JULY 2022 Application For Payment G702-G703 (1)</u>	51 - 53
aa.	Final Approval - Combined Maintenance & Police Facility Field Report #10 & Progress Meeting #10 <u>2022-10-20 Field Report #10</u> <u>2022-10-20-Const Schedule</u> <u>2022-10-20 Progress Meeting #10 Minutes</u>	54 - 59
ab.	Final Approval - Pay request 7 - Combined Maintenance / Public Safety Facility - City of Blackduck & TNT Construction Group LLC <u>Blackduck#6approved</u>	60 - 65

ac.	Final Approval - Main Street redevelopment project invoice for reconstruction services - JD Construction invoice #164 JD Construction Invoice for services 164 Project Budget Summary - Main Street JD Constrution Estimate	66 - 68
4.	BLACKDUCK FORUM <i>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.</i>	
5.	ORDINANCE REVISION READING	
a.	Ordinance 2022-01 - Second and Final Reading - An Ordinance amending Chapter 15, Land Use and Subdivision Ordinance, to allow for administrative boundary line adjustments, lot combinations and parcel splits. Ordinance 2022-01	69 - 71
6.	REPORTS OF COMMITTEES AND CITY STAFF	
6.1.	Public Works Report - Mike Schwanke, Public Works Director	
a.	Council Consideration - Combined Maintenance & Public Safety Facility Change Order(s) - Brent Damman, Widseth Door hardware proposal Fire Alarm System change order Pay Summary BlackduckPSPW	72 - 82
6.2.	Liquor Store Report - Shawnda Lahr, Director of Liquor Operations	
7.	ADMINISTRATOR'S REPORT	
a.	Council approval Needed - Resolution 2022-22 - Resolution acknowledging support for Phillip Patch to convey state rail bank property from the Minnesota Department of Transportation for private ownership - Phillip Patch MnDot Railbank Phil Patch consideration 2022-22 Resolution acknowledging support for the Phillip Patch to coney state rail bank property from the MnDot for economic development	83 - 86
b.	Council Consideration / Approval Requested - Donation Request Blackduck Area History and Art Center - Rob Ingersoll Bdk History Ctnr Donation request Blackduck History and Art Center donation history	87 - 90
c.	Council Approval Needed - Resolution 2022-01 - Revision 4 - Resolution of annual appointments and designations for 2022 - Planning commission vacancy consideration 2022-01-Revision 04 - Resolution of annual appointments and designations for 2022 C. Christian	91 - 96
d.	Council Approval Needed - Resolution 2022-24 - Resolution adopting a spending plan for tax increment financing districts # 1-4 & #1-6 2022-24 Resolution Adopting a spending plan for tax increment financing districts No. 1-4 and 1-6	97

e.	Council Approval Needed - Resolution 2022-29 - Resolution Establishing a Meeting Schedule for 2023 2022-29 Resolution adopting a meeting schedule for 2023	98
f.	Council Approval Needed - Ordinance 2022-01 - An Ordinance amending Chapter 15, land use and subdivision ordinance, to allow for administrative boundary line adjustments, lot combinations, and parcel splits Ordinance 2022-01	99 - 101
g.	Council Consideration Approval requested - Purchase Agreement between City of Blackduck and Deerwood Bank for real property located in Beltrami County, MN legally described as follows: Lots 25, 26, 27, 28, and 29, Block 8, Blackduck, less the east 60 feet thereof, together with the north half of vacated alley abutting Lot 25; (17 Summit Avenue East) Deerwood 10-4-22	102 - 108
h.	November 9, 2022 @ 11am - Blackduck Development Corp Regular Meeting - Blackduck City Hall	
i.	<u>November 11, 2022 - Veteran's Day - City Offices Closed</u>	
j.	November 16, 2022 @ 2pm - Blackduck Planning Commission Meeting - Blackduck City Hall	
k.	November 17, 2022 @ 10:30am - Combined Maintenance & Public Safety Facility Construction Meeting - Blackduck City Hall	
l.	November 21, 2022 @ 6pm - Blackduck City Council Work Session - Blackduck City Hall	
m.	<u>November 24, 2022 - Thanksgiving Holiday - City Offices Closed</u>	
n.	<u>November 25, 2022 - Holiday observed for Thanksgiving - City offices closed</u>	
o.	December 5, 2022 @ 6pm - City of Blackduck Truth in Taxation Public Hearing and Regular Council Meeting - Blackduck City Hall	
8.	2023 GENERAL ELECTION	
a.	November 8, 2022 - Minnesota State General Election (<i>includes municipal and school board</i>) Blackduck polls open 7am - 8pm 109466 (2)	109
b.	November 14, 2022 @ 6pm - City of Blackduck Canvassing of General Election - Blackduck City Hall Canvassing notice	110
9.	MAYOR AND/OR COUNCIL MEMBER REPORTS	
10.	COMMUNITY EVENTS/GOOD THINGS HAPPENING	
a.	November 16, 2022 @ Noon - Blackduck Area Chamber Meeting - The Pond	
11.	ADJOURNMENT	



MINUTES

Council Meeting

6:00 PM - Monday, October 10, 2022
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, October 10, 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 and Director of Liquor Operations Shawnda Lahr

OTHERS PRESENT: Tori Nipp, Tony Rossberg, and Miriam Osborn-Dougherty

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

- a.

Nicholas Seitz moved to approve the agenda as presented Laurie Hamilton 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. September 6, 2022 Blackduck City Council Meeting Minutes
- b. September 8, 2022 Blackduck Finance Committee Meeting Minutes
- c. September 8, 2022 Blackduck Personnel Committee Meeting Minutes

- d. September 15, 2022 Blackduck Personnel Committee Meeting Minutes
- e. September 19, 2022 Blackduck City Council Work Session Minutes
- f. September 21, 2022 Blackduck Planning Commission Meeting Minutes
- g. September 22, 2022 Blackduck Finance Committee Meeting Minutes
- h. September 26, 2022 Blackduck City Council Special Meeting Minutes
- i. September 22, 2022 KRLS Board Meeting packet includes FY21 Financial Statement & Supplementary Information
- j. September 2022 Fund Balance Report
- k. September 2022 Bill Report
- l. September 2022 Sewer Income Statement
- m. September 2022 Water Income Statement
- n. September 2022 Pine Tree Park Income Statement
- o. September 2022 Golf Course Income Statement
- p. September 2022 Golf Course 6-year comparison (*revenue / expense*)
- q. September 2022 Liquor Store Income Statement
- r. September 2022 Liquor Store 6-year Comparison (*revenue / expense*)
- s. September 2022 General Fund Income Statement
- t. Final Approval - September 2022 Business Credit Card(s) Payment Batch
- u. Final Approval - August 2022 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association
- v. Final Approval - 2022 Police Aid
- w. Final Approval - September new part-time employees
- x. Final Approval - Combine Maintenance and Public Safety Facility construction meeting notes and field report - September 22, 2022
- y. Final Approval - 2023 City of Blackduck Wage Scale - recommended by Personnel Committee
- z. Final Approval - IUO Local Union 49 - 2023 Blackduck Union Contract Proposal Changes - recommended approval of Blackduck Personnel Committee
- aa. Final Approval - Application for Outdoor Permit - Public Fireworks Display - Blackduck Boosters 9/16/22
- ab. Final Approval - Agreement for services City of Blackduck and Township and Range, LLC represented by Andrew Sharpe pertaining to the condition inspection of 17 Summit Ave. Blackduck, MN 56630
- ac. Final Approval - Pay Request 6 - Combined Maintenance / Public Safety Facility - City of Blackduck & TNT Construction Group LLC
- ad. Final Approval - Thein Well Invoice #8164 & #8165 for Well #5 & #8 unexpected repairs 2022
- ae. ~~Final Approval - LMCIT Claim #233775 - Irrigator damages & costs - Date of Occurrence - 8/26/2022~~
- af. Final Approval - City of Blackduck Communications Policy Revision - Personnel Committee Recommendation
- ag. Final Approval - Combined Maintenance and Public Safety Facility Construction meeting notes and field report - October 6, 2022

- ah. Final Approval - 2023 Waste Management Service Agreements - Liquor, Golf, Park(s), Beach, Maintenance

Ronald Fredrickson moved to approve the consent agenda removing item(s) 'ae.' for further discussion
Maxwell Gullette seconded the motion.

Carried 5 to 0

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

- aj. Item 'ae.' - LMCIT Claim #233775 - Irrigator damages & costs - Date of Occurance - 08/26/2022

Regas stated the claim was turned in due to damages & costs reported from an incident on 8/26/22. Regas reported a piece of farm equipment that was in the path of one irrigator once activated forced the irrigator to 'tip over' causing damage to the unit. Councilor Fredrickson asked if the damages reported included costs for the farm equipment. Regas reported it does not only City owned equipment. Nothing further.

Maxwell Gullette moved to approve consent agenda item(s) 'ae.' Ronald Fredrickson seconded the motion.

Carried 5 to 0

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

- ai.

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. Tony Rossberg reported the wayside rest bathrooms would benefit from have changing tables for infants.

5. **REPORTS OF COMMITTEES AND CITY STAFF**

5.1. **LIQUOR STORE REPORT - SHAWNDA LAHR, DIRECTOR OF LIQUOR OPERATIONS**

5.1.1. Report -

Lahr reports the following new promotions coming up:

1. 10% discounts for Seniors and Veterans on Wednesdays (62 and older)
2. Wine Stock-up Event - October 15 & 16th BOGO 1/2 off event
3. Acoustic Hicks for Halloween Party on October 31th.

Lahr further states the store and bar have been busy over the weekends with the nice weather.

Nothing further.

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

5.2.1. October 20, 2022 @ 2pm - Blackduck Golf Board Meeting - Blackduck Golf Course Report -

Regas reports the course and staff are working on closing procedures for the date of October 12.

5.3. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

5.3.1. 2022 Trunk or Treat - October 31, 2022 - Wayside Rest Park Report -

Osborn provided an updated for Hanks. Hanks is at the KRLS completing training on Building Resilience and Marketing for the library and touring headquarters. Osborn reports the following:

1. Mandi Rossberg was hired as the new assistant librarian and starts October 11.
2. Trunk or Treat is scheduled for 10/31 and will request the wayside restrooms to be open for that date. Gullette asked if there are trophies this year. Osborn stated she will check.
3. After School Movie for October 18th.
4. Summer reading program items left over will be used for a craft the night of the movie.

Nothing further.

6. ADMINISTRATOR'S REPORT

a. Council Approval Needed - Blackduck Area Chamber of Commerce Public Funds donation Request - Miriam Osborn-Dougherty

Osborn presented a request for a donation for the Chamber liability insurance for 2022 - 2023 coverage year. Osborn reports the coverage provides insurance for Chamber sponsored events including Backwoods Bash and Woodcarvers. Osborn reports the insurance is \$622.

Regas provided a summary of the current balance of the liquor rent fund of \$10,472 and to date the City has donated \$6,600 in 2022 with a budget of \$4,000. Lahr states the money that is added to the fund comes from the rent revenue from selling pull tabs in the bar.

Donald Johnson moved to approve the donation of \$622 to the Blackduck Area Chamber of Commerce
Nicholas Seitz seconded the motion.

Carried 4 to 0

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

- b. Council Consideration - Donation Request - Blackduck Area Toys for Kids - Tori Nipp
Nipp presented a summary of the past two years events and the number of kids served. Nipp stated 267 kids were served in 2021 with a budget of \$40/child + \$15/child. Nipp states that any amount the city can donate towards the organization will be helpful.

Mayor Gullette states in 2020 and 2021 the amount donated from the City was \$4,000 each year and provided the projects and state of the city he would not recommend that amount again. Gullette also stated that in 2020 during COVID the concern for how many parents would be working was unknown. Gullette states the program is wonderful and suggests donating half of the amount donated in the past.

Maxwell Gullette moved to donate \$2,000 from the liquor rent fund to Blackduck Toys for Kids Ronald Fredrickson seconded the motion.

Carried 5 to 0

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

- c. ~~Council Consideration & Approval Requested - Resolution 2022 22 - Resolution acknowledging support for Phillip Patch to convey state rail bank property from the Minnesota Department of Transportation for private ownership - Phillip Patch, Resident~~
- d. Council Consideration - Support for 2022 Blackduck Glow in the Snow - Tony Rossberg
Rossberg provided updates on new ideas for the 2022 Glow in the Snow and requested support from the City of Blackduck to use the wayside rest and to pay the electric bill for the lights. Rossberg stated the date for the 2022 event will be November 26th.

Laurie Hamilton moved to support the Glow in the Snow event and pay for electrical bill for the lighting Nicholas Seitz seconded the motion.

Carried 5 to 0

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

- e. Approval Needed - Resolution 2022-23 - Resolution supporting the establishment of a deputy registrar office in the City of Blackduck

Nicholas Seitz moved to approve Resolution 2022-23 - Resolution approving the establishment of a deputy registrar office in the City of Blackduck Laurie Hamilton seconded the motion.

Carried 5 to 0

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

- f. Council Consideration - Call Public Hearing November 7, 2022 to consider the adoption of a Spending Plan for Tax Increment Financing District #1-4 & #1-6 - Todd Hagen, Ehlers

Regas requested the City council call a public hearing on November 7, 2022 to adopt a spending plan for TIF district #1-4 & #1-6.

Maxwell Gullette moved to call a public hearing on November 7, 2022 Nicholas Seitz seconded the motion.

Carried 5 to 0

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

- g. Council Consideration - Call a Special Meeting on October 22-24, 2022 preceding the scheduled work session to hear the first reading of Ordinance #2022-01: an Ordinance of the City of Blackduck, Minnesota, amending Chapter 15 entitled "Land Use and Subdivision Ordinance" and final reading on November 7, 2022.

Regas reported an amendment to Ordinance Chapter 15 entitled "Land Use and Subdivision Ordinance" will be needed and requested the council approved calling a special meeting on October 24, 2022 for the first reading.

Maxwell Gullette moved to call a special meeting on October 24, 2022 to hear the first reading of an amendment to Ordinance Chapter 15 Nicholas Seitz seconded the motion.

Carried 5 to 0

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

- h. Council Information - Black Duck Repairs Needed - representing on behalf of citizens, Christina Regas
Regas reported on the state of the original Black Duck as supplied by a resident and how it is need of repairs. The council agreed to discuss the topic further at the work session.
- i. October 12, 2022 @ 11am - Blackduck Development Corp Meeting - Blackduck City Hall
- j. October 19, 2022 @ 2pm - Blackduck Planning Commission Meeting - Blackduck City Hall
- k. October 20, 2022 @ 8am - Blackduck Personnel Committee Meeting - Blackduck City Hall
- l. October 20, 2022 @ 9:30am - Blackduck Ambulance Board Meeting - Blackduck City Hall
- m. October 20, 2022 @ 10:30am - Blackduck Combined Maintenance & Police Facility Construction Meeting - Blackduck City Hall
- n. October 21, 2022 @ 9:30am - FEMA Recovery Scoping Meeting DR-4659 - Blackduck City Hall
- o. October 24, 2022 @ 6pm - Blackduck City Council Work Session - Blackduck City Hall
- p. November 3, 2022 @ 10:30am - Blackduck Combined Maintenance & Police Facility Construction Meeting - Blackduck City Hall
- q. November 7, 2022 @ 6pm - Blackduck City Council Regular Meeting - Blackduck City Hall

7. 2023 GENERAL ELECTION

- a. October 18, 2022 - Voter pre-registration closes for November General Election
- b. November 1, 2022 - Blackduck Healthcare Facility Absentee Voting
- c. November 5 & November 7, 2022 - County Auditors offices open for absentee voting
- d. November 8, 2022 - Minnesota State General Election (*includes municipal and school board*)
- e. November 14, 2022 @ 6pm - City of Blackduck Canvassing of General Election - City Hall

8. MAYOR AND/OR COUNCIL MEMBER REPORTS

- a. Mayor Gullette will be speaking at the Blackduck Senior Center October 11, 2022 @ 3:30pm the public is invited.

9. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. Community Event Coordinator - Cian Verbridge
- b. October 19, 2022 @ noon - Blackduck Area Chamber Meeting - Blackduck Golf Course

10. ADJOURNMENT

- a.

Donald Johnson moved to adjourn the meeting at 7:00pm 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



BLACKDUCK PLANNING MEETING

Regular Planning Meeting

Blackduck City Hall

October 19, 2022 @ 2pm.

CALL TO ORDER: Commissioner Winnett called the meeting to order @ 2:08pm.

ROLL CALL:

Commissioners present: John Wilson Winnett, Kurt Cease, and Ernie Tindell

Commissioners Absent: Ron Rockis

Staff Present: City Administrator Christina Regas

Others Present: Maxwell Gullette

Approval of Minutes – Moved by Commissioner Tindell and seconded by Commissioner Winnett to approve the minutes from September 21, 2022. Motion carried unanimously.

Old Business

1. **Planning Commission Vacancy** – Regas reports Christina Christian has submitted a letter of interest for the board position and will be present to the council work session on October 24, to discuss.
2. **Permits issued since last meeting:**
 - a. Permit 2022-09 – Dawn Yepma – 396 Margaret Ave NE – to construct a 12 x 21' deck and add a ½ bath to lower level of home
 - b. Permit 2022-10 – S&T Roofing – 289 1st Street NE – re-shingle roof on single family home
 - c. Permit 2022-11 – Provision Contractors – 149 3rd Street NE – re-shingle roof on single family home
 - d. Permit 2022-12 – Provision Contractors – 489 Main Street N – replace windows in single family home
 - e. Permit 2022-13 – Corey Rudnicki – 592 Universal Ave SW – construct a 60'x120'x18' cold storage building in business zone. Rear setbacks of 10feet and front setbacks of 40 feet will be adhered to.
3. **Spot Annexation** - Regas provided updates on the annexation process. Nothing further.

New Business –

1. **Ordinance Revision** – Chapter 15 Land Use and Subdivision Ordinance, to allow for administrative boundary line adjustments, lot combinations and parcel splits – First Reading October 24th, 2022 and second and final reading November 7, 2022.
 - a. Regas reported on the revision of Chapter 15 Land Use and Subdivision Ordinance to support administrative line adjustments and parcel splits.
2. **Other –** Regas provided updates on the Library project; Public Works / Public Safety Project; Blackduck School Project; and Main Street Redevelopment Project. Nothing further.

ADJOURN THE PLANNING MEETING – Moved by Commissioner Tindell and seconded by Commissioner Winnett to adjourn the planning meeting at 2:33pm. Motion carried unanimously.

Christina Regas, City Administrator

Kurt Cease, Chairperson



BLACKDUCK PERSONNEL COMMITTEE

THURSDAY, OCTOBER 20, 2022 @ 8AM

MEETING MINUTES

CALL TO ORDER: The City of Blackduck Personnel Committee met in a scheduled meeting at the City Hall at 8:00am on October 20, 2022.

Roll Call

Committee Members present: Councilor Donald Johnson, Director of Liquor Operations Shawnda Lahr, and City Administrator Christina Regas

Committee Members Absent: Public Works Director Mike Schwanke

The meeting was called to order at 8:17am the Pledge of Allegiance was not recited.

Topics covered in the personnel meeting were as follows:

OLD BUSINESS:

1. Revised Drug & Alcohol Testing & Drug Free Workplace Act Policy – Committee members discussed any movement from the state on the legalizing of cannabinoids in ‘gummies’ and if there can be changes to the City Drug & Alcohol Testing policy. Members noted no changes at this time and agreed to revisit the policy after the legislature reviews in January providing further guidance to cities. Nothing further.
2. Liquor Department Payroll expenses – Members reviewed further decreases in the payroll budgets of the liquor department noting continued stable payrolls from 19-22 and agreed to track through end of 2022. Members agreed the reduction to payroll is assisting with the department’s cash balances and state that continued review will be necessary. Lahr states needing 1 additional part-time cook and is considering if there is a day of the week the store should stay open to save costs. Lahr has adjusted hours/days of operation for October and is looking towards a good deer hunting season.

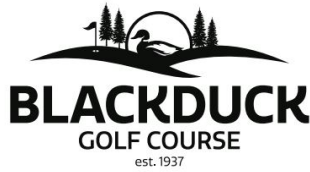
NEW BUSINESS:

1. 2023 Union Contract policy changes for Non-Union employees – Committee members reviewed the 2023 union contract policy changes and discussed if any contract changes could be carried into the non-union policy. Members agreed to no make any changes at this time.
2. Review and Discuss clarification of Holiday Policy Pay for part-time employees – Members discussed the clarification of how holiday pay is paid to part-time employees when called to work on the actual holiday. City Attorney recommendation was discussed noting the practice to pay part-time employees time-and-a-half on actual holidays is common. Members will consider new language for the policy to provide more clear interpretation of the policy. Nothing further.
3. Next Meeting – Committee agreed to meet between Thanksgiving and Christmas to further discuss old business item 2 and new business item 2.

ADJOURN – Committee adjourned their meeting at 9:02am.

Christina Regas, City Administrator

Maxwell Gullette, Mayor



GOLF BOARD MEETING

BLACKDUCK GOLF COURSE – GOLF COURSE

October 20, 2022 @ 2PM

Golf Board members in attendance: Misty Frenzel, Maxwell Gullette, and Kevin Erpelding, Christina Regas, and Donald Johnson – staff Kyla Tracy

Golf Board members absent: none

Golf Board members met at the Blackduck Golf Course to discuss business for the 2022 season.

OLD BUSINESS –

1. 2022 Season Recap – Misty Frenzel, Golf Director provided a recap of the season reviewing the following topics:
 - a. Financials – Regas reports the revenue was up overall 2021 but expenses matched. Members agreed the trend will continue due in part the staff, leadership, and culture changes of the department. Frenzel wants to research improvements to the current Stay and Play offers and adding a type of Corporate Membership.
 - b. Projects Completed – Liquor license; pro-shop upgrades; food license improved; irrigation modifications; Tee Shed construction; improvements to course maintenance including cup cutting more frequently moved; schedules followed by course staff on greens, fairways, and rough mowing. The addition of the new rough mower saved 5 days of mowing. Fertilizing schedule was improved and followed. Addition of the monthly Grill n' Chill.
 - c. Culture Change - all visitors to the course were greeted and loved the improvements which increased referrals and play. Members thanked and commended Frenzel and the staff on all improvements.

NEW BUSINESS –

1. 2023 Goals – Misty Frenzel, Golf Director provided a listing of goals for 2023:
 - a. Fill gap in course staff to include a maintenance employee for machinery
 - b. Stump Removal on course
 - c. Remove bumps in fairways (*#4 has been poor for a long time*)
 - d. Improve #4 retaining wall to tee box
 - e. Signage to course
 - f. Parking lot – find solution to improve the erosion
 - g. Pump house dock
 - h. Flooring in upstairs kitchen
 - i. Rotate out old green golf carts
 - j. Run electrical to the Tee Shed
 - k. Find solution for JD 777 mower – old and almost non-operational (*used for backup to new rough mower*)
 - l. Find solution for issues with Trim Mower
2. 2023 Budget Meeting – Regas reports Frenzel will meet and work preliminary budget and then hold meeting with board members for feedback.

ADJOURN – Golf board members adjourned the meeting at 3:55pm



MINUTES

Special Council Meeting

6:00 PM - Monday, October 24, 2022

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, October 24, 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, and Council member Ronald Fredrickson
- COUNCILORS EXCUSED:** Councilor Laurie Hamilton
- STAFF PRESENT:** City Administrator Christina Regas and Public Works Director Mike Schwanke
- OTHERS PRESENT:** Miraim Osborn-Dougherty, Amy Benedetti, and Christina Christian

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

- a.

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

Carried 4 to 0

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

3. 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. no one was present for the Blackduck Forum

4. ORDINANCE REVISION - FIRST READING

- a. Ordinance 2022-01 - First Reading - An Ordinance amending Chapter 15, Land Use and Subdivision Ordinance, to allow for administrative boundary line adjustments, lot combinations and parcel splits

Administrator Regas provided the first reading of Ordinance 2022-01.

Mayor Gullette request questions from the public.

There were no questions

5. ADJOURNMENT

- a.

Ronald Fredrickson moved to adjourn the special meeting at 6:09PM Donald Johnson seconded the motion.

Carried 4 to 0

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

City Administrator, Christina Regas

Maxwell Gullette, Mayor



MINUTES

Council - Work Session Meeting

6:00 PM - Monday, October 24, 2022

City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Monday, October 24, 2022, at 6:10pm, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

COUNCILORS PRESENT: Mayor Maxwell Gullette, Councilor Nicholas Seitz, Councilor Donald Johnson, and Council member Ronald Fredrickson

COUNCILORS EXCUSED: Councilor Laurie Hamilton

STAFF PRESENT: City Administrator Christina Regas and Public Works Director Mike Schwanke

OTHERS PRESENT: Miriam Osborn-Dougherty, Amy Benedetti, Christina Christian

1 CALL TO ORDER

- a) Pledge of Allegiance
Mayor Gullette dispensed with the pledge of allegiance.
- b) Roll Call
Administrator Regas took roll call of those present to the work session.

2 APPROVAL OF AGENDA

- a)

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

Carried 4 to 0

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

3 OLD BUSINESS

- a) Public Works / Public Safety Facility - Updates and discussion for change order #5
Regas provided Change Order #5 to protect the exhaust venting from the utility rooms from snow that may possible catch the venting stacks. Council Johnson could not understand why an item this small could not have been caught. Schwanke agreed. Nothing further.
- b) Downtown Redevelopment Project - updates
Regas provided pay request 2 for reimbursement for fees paid to Dobmeier Excavating for the demolition of the buildings. Regas reports that section of the project is now

complete. Regas further states the re-construction has started. Councilor Fredrickson asked for clarification on how the reimbursement from MN Deed works. Regas summarized the Demolition Loan Program stating 50% of the loan is forgiven once the site is sold and has new construction complete. Nothing further.

c) Kitchigami Regional Library Capital Appropriation Project - Discussion on Purchase Agreement for 17 Summit Ave and Real Estate Inspection Report

Regas provided the following for review of the council:

1. Inspector report of 17 Summit Ave. E.
2. Purchase Agreement with Deerwood Bank
3. Certificate of Survey for existing Library property

The board discussed in detail the amount of work needed on 17 Summit Ave. E including a new roof and additional concerns inside the building and the additional costs that could be incurred.

Councilor Johnson stated his review of the report brings the need to amount of updates the building needs to be useful. Councilor Johnson stated in his experience the costs for updated could be up to \$150 - \$200,000 for just the mechanicals not including the roof. Johnson's concern is where the funding would come from to make the needed updates. Johnson further states the inspector was very thorough and the average person would not know many of the items he pointed out. Johnson states that several parts of the building are over 30 years old without any repair or upkeep. Councilor Fredrickson asked if there are restrooms on the main level. Regas stated yes. Fredrickson states he sees there are two lift stations in the building which require much service.

Councilor Seitz states it would be nice to have a larger library but the state that building is in it is apparent it is going to need a lot of work.

Regas stated the City Attorney reviewed the report and agreed the building will need extensive repairs.

Mayor Gullette states on top of the purchase price the additional funding is an unknown and could cost up to additional \$200,000.

Miriam Osborn-Dougherty stated she was concerned for the number of repairs needed to the building and was not aware of the amount. Osborn states even with the amount of funding the library board would 'pick-up' to make the building work was concerning. Osborn asked if there are any grants. Regas states they may be debt obligation involved for the repairs but also the city doesn't own the building yet and that makes it harder to apply typically repairs and maintenance are not grant eligible items.

Councilor Johnson states a lot of the water issues inside the building are coming from the roof so if you don't fix the roof there is no sense in doing anything inside until you have the problem corrected. Regas points out the high moisture content in the lower level wall paneling in the south side.

Mayor Gullette posed the question how to proceed. Regas states the council should consider the purchases agreement at the next regular council meeting. Regas further states the survey of the property lines for the existing library building is complete and after the ordinance revision is final then the property lines can be altered.

Board members discussed the purchase agreement amount in considering the report and the repairs for the bank building. Johnson suggests getting estimates on the needed repairs.

Mayor Gullette requested the report be shared with Deerwood bank. Regas acknowledge the request.

Nothing further at this time.

d) Blackduck Limited DMV

Regas reports the financial setup from MMB/Financial at the state level is still in progress. Opening date has not been released at this time.

- e) City of Blackduck Property Annexation Process - Hines Township Meeting update - Tabled to November Town meeting due to supervisor absence.
Regas reports the town board decision has been pushed to the November 9th, 2022 meeting when all 3 supervisors are present. Regas summarized the presentation and reports feedback from Hines was positive. Nothing further at this time.
- f) HSEM & FEMA DR-4659 Disaster - Recovery Scoping Meeting update
Regas summarized the scoping meeting with FEMA representatives stating the meeting was very detailed and the damage inventory had a couple new items for Railroad Ave, and added and City Hall roof was removed. Nothing further.
- g) Unobligated Tax Increment - Temporary Tax Increment Spending Plan draft for Public Hearing
Regas provided the draft of the TIF spending plan. Regas states working with Todd Hagen and the potential projects the funding can be spent on. Regas states there is some confusion on qualifying projects and if the money can completely be used or does the project need supplemental funding. Nothing further.
- h) Local Sales Tax Option - Reintroduction for FY 2023
Regas requested the council consider reintroducing the local sales tax option for the 2023 legislative year. Board members agreed to start the process again. Nothing further.

4 NEW BUSINESS

- a) Blackduck Planning Commissioner Vacancy - Letter of Interest - Christina Christian
Christian introduced herself and stated her interest in serving the Blackduck community. The Board members asked questions of Christian and agreed to provide the opportunity to serve on the Planning Commission. Regas stated the council will consider the revision to the appointments resolution on November 7. Nothing further.
- b) Blackduck City Hall Exterior Renovation Plans - Facility Roof Replacement
Regas provided the board an estimate and photos of the roof of City Hall and the need to have it re-roofed. Regas further stated the contractor recommends removing the Parapet that has the City of Blackduck sign painted on it. Regas provided estimates for the repairs to the roof but states the removal of the parapet will need bidding. Regas reports researching funding through USDA Community Facility loan program and potentially MN Rural Water (Micro loan) programs. Regas is looking into the water intrusion issues at the Anderson Outlet.
The board agreed to continue moving forward with the repairs and financial support.

5 ADJOURNMENT

- a)

Maxwell Gullette moved to adjourn the work session at 7:29pm Nicholas Seitz seconded the motion.

Carried 4 to 0

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

Christina Regas, City Administrator

Maxwell Gullette, Mayor

November 7, 2022

FUND	Deerwood Checking BEGINNING BALANCE	Bill Report through 11/07/2022	Deerwood Checking ENDING BALANCE	Deerwood First Preferred Savings BEGINNING BALANCE	Deerwood First Preferred Savings Bill Report through 11/07/2022	Deerwood First Preferred Savings ENDING BALANCE	Total Balance of all Accounts
GENERAL (101)	\$38,626.42	\$21,572.26	\$17,054.16	\$121,803.44	\$0.00	\$121,803.44	
POLICE RESTRICTED CASH	\$31,129.09	\$0.00	\$31,129.09	\$0.00	\$0.00	\$0.00	
CEMETERY (201)	(\$5,745.10)	\$345.38	(\$6,090.48)	\$2,548.27	\$0.00	\$2,548.27	
PERPETUAL CARE (202)	\$11,830.40	\$0.00	\$11,830.40	\$53,418.01	\$0.00	\$53,418.01	
SEWER MAINTENANCE	\$0.00	\$0.00	\$0.00	\$59,865.98	\$0.00	\$59,865.98	
SEWER REPLACE	\$0.00	\$0.00	\$0.00	\$54,041.73	\$0.00	\$54,041.73	
SCDP REVOLVING LOAN FUND	\$0.00	\$0.00	\$0.00	\$2,333.31	\$0.00	\$2,333.31	
FIRE DEPT RESERVE (TruckFund)	\$0.00	\$0.00	\$0.00	\$319,710.78	\$0.00	\$319,710.78	
PINE TREE PARK (209)	\$21,761.32	\$3,431.68	\$18,329.64	\$15,000.00	\$0.00	\$15,000.00	
WATER SINKING FUND	\$0.00	\$0.00	\$0.00	\$161,923.82	\$0.00	\$161,923.82	
PUBLIC WORKS RESERVE FUND	\$0.00	\$0.00	\$0.00	\$12,929.65	\$0.00	\$12,929.65	
Fire Dept Special Equip Fund (216)	\$414,945.57	\$0.00	\$414,945.57	\$26,472.92	\$0.00	\$26,472.92	
2018 Revolving Loan Fund (250 - NEW)	\$0.00	\$0.00	\$0.00	\$315,185.42	\$23,190.00	\$291,995.42	
2006 GO BOND (307)	\$37,755.30	\$0.00	\$37,755.30	\$33,368.75	\$0.00	\$33,368.75	
2009A Refunding Bond (309)	\$46,818.76	\$0.00	\$46,818.76	\$13,942.37	\$0.00	\$13,942.37	
2011 Industrial Lane IntraLoan (311)	\$7,012.28	\$0.00	\$7,012.28	\$0.00	\$0.00	\$0.00	
2014A Disposal System Loan (314)	\$23,016.71	\$0.00	\$23,016.71	\$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) <i>PW/PS Facility</i>	\$639,824.82	\$0.00	\$639,824.82	\$0.00	\$0.00	\$0.00	
Capital Project Fund (401) <i>for city projects</i>	\$32,966.10	\$0.00	\$0.00	(\$56,028.84)	\$0.00	(\$56,028.84)	
WATER FUND (601)	\$118,231.88	\$1,423.55	\$116,808.33	\$0.00	\$0.00	\$0.00	
SEWER FUND (602)	\$78,656.17	\$28,657.17	\$49,999.00	\$0.00	\$0.00	\$0.00	
LIQUOR FUND (609)	\$164,246.88	\$107,848.61	\$56,398.27	\$0.00	\$0.00	\$0.00	
LIQUOR RENT FUND	\$9,068.04	\$0.00	\$9,068.04	\$0.00	\$0.00	\$0.00	
GOLF COURSE (613)	(\$168,331.22)	\$5,256.48	(\$173,587.70)	\$0.00	\$0.00	\$0.00	
Total:	\$1,754,051.41	\$168,535.13	\$1,552,550.18	\$1,136,515.61	\$23,190.00	\$1,113,325.61	\$2,665,875.79

Transfer Recommended:

Fund Transfer from:	Fund transfer to:	Reason:	Amount of Transfer:	
DW Savings General Fund (101)	DW Checking General Fund (101)	<i>operating need due to no liquor transfer</i>	\$20,000.00	
DW Liquor Fund Checking (609)	DW Checking General Fund (101)	budgeted transfer	\$20,000.00	
2022 Bond Payments:	Principal:	Interest:	Fees:	Total:

CITY OF BLACKDUCK

11/07/22 1:52 PM

Monthly Bills

Page 1

October 2022

Check Name	Amount		
Fund 101 GENERAL FUND		Fund 250 2018 REVOLVING LOAN F	\$23,190.00
AMERIPRIDE LINEN & APPAREL	\$138.89	Fund 601 WATER FUND	
BELTRAMI COUNTY-AUDITOR/TREAS.	\$486.00	BELTRAMI COUNTY-AUDITOR/TREAS.	\$210.00
BELTRAMI ELECTRIC COOP	\$2,115.32	BELTRAMI ELECTRIC COOP	\$670.74
BEMIDJI PAPER	\$85.86	PAUL BUNYAN COMMUNICATIONS	\$34.84
BLACKDUCK AUTO PARTS, INC	\$1,005.31	QUILL CORPERATION	\$277.98
BLACKDUCK CO-OP	\$704.72	VERIZON WIRELESS	\$229.99
BLACKDUCK LEEVERS FOODS	\$244.47	Fund 601 WATER FUND	\$1,423.55
BOGARTS REPAIR AND RECOVERY	\$103.29	Fund 602 SEWER FUND	
CHRISTINA REGAS	\$260.00	BELTRAMI COUNTY-AUDITOR/TREAS.	\$210.00
FORUM COMMUNICATIONS CO	\$584.70	BELTRAMI ELECTRIC COOP	\$2,039.87
FRONTIER REPAIR	\$26.42	BLACKDUCK CO-OP	\$1,075.00
Great Plains Fire	\$726.15	Gopher State One Call	\$18.90
JUELSON GARAGE	\$200.00	MN PUMP WORKS	\$23,894.55
LACAL EQUIPMENT, INC	\$306.58	NORTHWOODS LUMBER CO	\$194.85
LOSSING EXCAVATING	\$8,316.00	PATER ELECTRIC	\$1,224.00
MOECOE FIRE AND SAFETY	\$214.95	Fund 602 SEWER FUND	\$28,657.17
NORTHWOODS LUMBER CO	\$58.97	Fund 609 MUNICIPAL LIQUOR FUND	
PAUL BUNYAN COMMUNICATIONS	\$473.99	Marco Technologies LLC	\$9.62
PINNACLE MARKETING GROUP	\$127.50	AMERIPRIDE LINEN & APPAREL	\$836.18
QUILL CORPERATION	\$121.56	BAKER HEATING & A/C	\$208.75
RATWIK, ROSZAK & MALONEY, P.A.	\$1,320.00	BELTRAMI COUNTY SOLID WASTE	\$743.19
ROGER'S TWO WAY RADIO	\$84.00	BELTRAMI COUNTY-AUDITOR/TREAS.	\$309.39
TIMBERLINE SPORT	\$783.97	BELTRAMI ELECTRIC COOP	\$1,304.51
TOWNSHIP AND RANGE, LLC	\$2,665.00	BEMIDJI COCA-COLA	\$290.80
VERIZON WIRELESS	\$418.61	BERNATELLOS	\$283.50
Fund 101 GENERAL FUND	\$21,572.26	Bernick Companies	\$13,686.90
Fund 201 CEMETERY FUND		BLACKDUCK AUTO PARTS, INC	\$5.99
BLACKDUCK AUTO PARTS, INC	\$95.38	BLACKDUCK CO-OP	\$141.74
ROBERT KLUG SR.	\$250.00	BLACKDUCK LEEVERS FOODS	\$3,728.41
Fund 201 CEMETERY FUND	\$345.38	Breakthru Beverage	\$6,659.91
Fund 209 PINE TREE PARK FUND		DAHLHEIMER BEVERAGE BRAINERD	\$313.05
ACME Tools	\$37.50	D-S BEVERAGES, INC.	\$24,648.91
BELTRAMI COUNTY SOLID WASTE	\$148.64	FORESTEDGE WINERY	\$264.00
BELTRAMI ELECTRIC COOP	\$161.52	GOODSPEED & COMPANY	\$5,444.90
BLACKDUCK AUTO PARTS, INC	\$364.90	GUARDIAN PEST CONTROL	\$185.54
NORTHWOODS LUMBER CO	\$269.13	HEGGIES PIZZA LLC	\$316.50
Ross Lewis Sign Co.	\$1,800.00	JOHNSON BROTHERS LIQUOR CO.	\$5,795.18
WASTE MANAGEMENT OF WI-MN	\$649.99	MELISSAS CLEANING	\$1,206.00
Fund 209 PINE TREE PARK FUND	\$3,431.68	MIKINNON CO., INC	\$11,532.85
Fund 250 2018 REVOLVING LOAN FUND		MN DEPT OF HEALTH	\$765.00
JD CONSTRUCTION	\$23,190.00	MN DEPT OF PUBLIC SAFETY	\$20.00

Check Name	Amount
NEI BOTTLING INC	\$1,699.89
NORTHWOODS ICE, INC	\$327.60
OLD DUTCH	\$490.86
PAUL BUNYAN COMMUNICATIONS	\$330.02
PAUSTIS WINE COMPANY	\$787.00
PERFORMANCE FOOD SERVICE	\$8,657.24
Phillips Wine and Spirits	\$6,128.71
PINNACLE MARKETING GROUP	\$79.00
Southern Glazer's of MN	\$2,705.62
TOTAL TAP SERVICES	\$75.00
US FOODs	\$5,525.17
VINOCOPIA INC	\$1,907.92
WASTE MANAGEMENT OF WI-MN	\$433.76
Fund 609 MUNICIPAL LIQUOR FUN	\$107,848.61
Fund 613 GOLF COURSE	
ACME Tools	\$112.50
BELTRAMI COUNTY SOLID WASTE	\$92.90
BELTRAMI COUNTY-AUDITOR/TREAS.	\$210.00
BELTRAMI ELECTRIC COOP	\$402.22
BLACKDUCK AUTO PARTS, INC	\$20.02
BLACKDUCK CO-OP	\$21.50
BLACKDUCK LEEVERS FOODS	\$34.84
D-S BEVERAGES, INC.	\$230.00
MN DEPT OF PUBLIC SAFETY	\$20.00
NEI BOTTLING INC	\$153.00
Northome School	\$30.00
NORTHWOODS LUMBER CO	\$324.69
P.A. JONES LLC	\$1,148.91
PAUL BUNYAN COMMUNICATIONS	\$108.76
PINNACLE MARKETING GROUP	\$79.00
Ross Lewis Sign Co.	\$1,800.00
THREAD CREATIONS	\$174.92
US FOODs	\$104.84
WASTE MANAGEMENT OF WI-MN	\$188.38
Fund 613 GOLF COURSE	\$5,256.48
	\$191,725.13

Sewer Fund
Year to Date Income Statement thru 10/31/2022

Sewer Operating Revenue:		Budget
Reimbursements	\$21.17	\$0.00
ARP Funding - Council Approved (non-budgeted items)	\$10,018.75	\$0.00
Interest Earnings	\$427.82	\$750.00
Sewer Sales	\$168,739.25	\$205,000.00
Farm Lease Agreement Revenue	\$3,049.00	\$6,098.00
Swr Penalty	\$954.87	\$1,500.00
Insurance Proceeds - <i>Irrigator Claim</i>	\$30,591.38	\$0.00
Charges for Service	\$4,175.00	\$2,500.00
Total Sewer Revenues	\$217,977.24	\$215,848.00

Sewer Operating Expenditures:		Budget	Remaining
Full-Time Employees Regular	\$62,843.33	\$72,532.34	\$9,689.01
Part-Time Employees	\$2,579.72	\$1,209.60	(\$1,370.12)
PERA	\$4,906.12	\$5,420.97	\$514.85
FICA	\$4,942.82	\$6,937.55	\$1,994.73
Employer Paid Health	\$11,642.10	\$14,080.54	\$2,438.44
Office Supplies (GENERAL)	\$29.77	\$300.00	\$270.23
Heating Fuel	\$190.60	\$0.00	(\$190.60)
Electricity	\$24,270.92	\$20,000.00	(\$4,270.92)
Training and Instruction	\$23.00	\$1,000.00	\$977.00
Operating Supplies (GENERAL)	\$326.10	\$600.00	\$273.90
Motor Fuels	\$2,017.48	\$1,750.00	(\$267.48)
Lubricants and Additives	\$0.00	\$500.00	\$500.00
Repairs/Maint Supply	\$480.07	\$1,000.00	\$519.93
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 - <i>PW/PS Facility City Contribution</i>	\$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	\$1,524.85	\$1,500.00	(\$24.85)
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	\$1,224.00	\$0.00	(\$1,224.00)
Repairs/Maintenance Structure	\$4,559.54	\$10,000.00	\$5,440.46
Repairs/Main Machinery/ <i>Irrigator Claim</i>	\$30,841.38	\$0.00	(\$30,841.38)
ARP Funding - Council approved <i>Lift Station repairs</i>	\$33,913.30	\$0.00	(\$33,913.30)
Dues and Subscriptions	\$4,730.32	\$4,000.00	(\$730.32)
Improvements other	\$2,503.19	\$0.00	(\$2,503.19)
Refuse/Garbage Dispal - <i>PW/PS Facility City Contribution</i>	\$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	\$268,913.37	\$180,070.00	(\$88,843.37)

		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 **(\$64,463.40)** **\$225,754.97** **(\$56,685.67)**

Water Fund

Year to Date Income Statement thru 10/31/2022

Water Operating Revenue:		Budget:
Water Meter Sales	\$2,033.34	\$0.00
Health Dept Charges	\$2,429.61	\$2,994.00
Penalties and Interest	\$0.00	\$0.00
Water Sales	\$171,464.48	\$216,500.00
Water Connect/Reconnect Fee	\$589.61	\$1,500.00
Water Penalty	\$992.18	\$1,750.00
Interest Earnings	\$667.62	\$1,750.00
Reimbursements	\$59.36	\$0.00
Total Water Revenues	\$178,236.20	\$224,494.00

Water Operating Expenditures:	Year to Date	Budget	Remaining
Full-Time Employees Regular	\$55,592.38	\$67,628.40	\$12,036.02
Full-Time Employees OT	\$3,913.36	\$2,000.00	(\$1,913.36)
Part-Time Employees	\$2,905.25	\$2,419.20	(\$486.05)
PERA	\$4,680.32	\$5,253.57	\$573.25
FICA	\$4,713.75	\$5,358.65	\$644.90
Employer Paid Health	\$11,154.24	\$13,497.29	\$2,343.05
Office Supplies (GENERAL)	\$79.26	\$300.00	\$220.74
Printed Forms	\$0.00	\$0.00	\$0.00
Heating	\$190.60	\$0.00	(\$190.60)
Electricity	\$11,681.30	\$12,000.00	\$318.70
Computer Supplies	\$0.00	\$850.00	\$850.00
Training and Instruction	\$0.00	\$1,000.00	\$1,000.00
Operating Supplies (GENERAL)	\$1,108.22	\$2,600.00	\$1,491.78
Cleaning Supplies	\$0.00	\$0.00	\$0.00
Motor Fuels	\$1,779.71	\$1,000.00	(\$779.71)
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 City Contribut	\$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	\$347.50	\$500.00	\$152.50
Radio/communications Expense	\$229.99	\$0.00	(\$229.99)
Postage	\$885.77	\$900.00	\$14.23
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	\$3,215.10	\$12,000.00	\$8,784.90
Repairs/Maintenance Machinery	\$432.73	\$2,500.00	\$2,067.27
Dues and Subscriptions	\$4,254.65	\$3,000.00	(\$1,254.65)
Uncollectable Checks/Bad Debt	\$345.98	\$100.00	(\$245.98)
Medical Fees	\$0.00	\$0.00	\$0.00
Other Equipment Well 5 & 8	\$14,284.66	\$0.00	(\$14,284.66)
Bank Service Charges	\$175.25	\$150.00	(\$25.25)
Total Water Expenditures	\$200,941.14	\$174,200.11	(\$26,741.03)

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 Interest	\$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	(\$92,448.44)	\$252,655.31	-\$18,029.33
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Pine Tree Park

Year to Date Income Statement thru 10/31/2022

PTP Revenues -	2022	Beach	2021	2022 Budget
Reservation Fees	\$866.00		\$910.00	\$1,000.00
Grants	\$11,000.00		\$11,000.00	\$11,000.00
Camping Fees	\$24,607.00		\$25,986.00	\$25,000.00
Other Revenue	\$0.00		\$0.00	\$0.00
Contributions and Donations	\$26,008.00	\$26,008.00	\$7,100.00	\$0.00
Interest Earnings	\$105.21		\$219.62	\$150.00
Total PTP Revenues	\$62,586.21	\$26,008.00	\$45,215.62	\$37,150.00

PTP Expenditures	2022 YTD	Beach	2021 YTD	2022 Budget	Remaining
Full-Time Employees Regular	\$3,933.06		\$3,540.77	\$5,823.00	\$1,889.94
Part-Time Employees Regular	\$813.66		\$664.13	\$3,024.00	\$2,210.34
PERA	\$355.98		\$315.43	\$543.98	\$188.00
FICA	\$357.66		\$311.56	\$554.86	\$197.20
Employer Paid Health	\$675.25		\$674.08	\$810.47	\$135.22
Office Supplies	\$0.00		\$0.00	\$0.00	\$0.00
Electricity	\$2,857.39		\$2,926.18	\$3,500.00	\$642.61
Operating Supplies (GENERAL)	\$1,566.96		\$668.12	\$900.00	(\$666.96)
Cleaning Supplies	\$0.00		\$37.79	\$0.00	\$0.00
Motor Fuels	\$1,536.23		\$1,018.93	\$1,300.00	(\$236.23)
Repairs/Maint Supply	\$214.05		\$379.55	\$750.00	\$535.95
Equipment Parts	\$68.98		\$0.00	\$200.00	\$131.02
Other Professional Services	\$650.00		\$1,592.60	\$1,750.00	\$1,100.00
Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising	\$2,437.50		\$0.00	\$1,000.00	(\$1,437.50)
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	\$2,169.06		\$1,495.53	\$1,750.00	(\$419.06)
Repairs/Maint Building	\$1,134.93		\$220.00	\$4,000.00	\$2,865.07
Repairs/Maintenance Structure	\$1,512.00		\$6,031.11	\$0.00	(\$1,512.00)
Improvements Other	\$37,212.79	\$37,212.79	\$1,721.91	\$500.00	(\$36,712.79)
Repairs/Maintenance Machinery	\$962.87		\$149.61	\$1,500.00	\$537.13
Other Equipment	\$0.00		\$7,770.88	\$0.00	\$0.00
Depreciation	\$5,000.00		\$5,000.00	\$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	\$66,865.21	\$37,212.79	\$36,725.72	\$37,181.31	(\$29,683.90)
Net Profit	(\$4,279.00)	-\$11,204.79	\$8,489.90		
Total	(\$4,279.00)	-\$11,204.79	\$8,489.90		

Blackduck Municipal Golf Course
Year-To-Date Income Statement 10/31/2022

	Actual 2022 Sales	Revenue Budget	Cost of Goods	Gross Profit	Gross Margin	Budget	Remaining
Beer	\$13,430.45	\$8,000.00	\$4,918.44	\$8,512.01	63.38%	\$3,400.00	(\$1,518.44)
Liquor	\$4,494.31	\$0.00	\$4,221.65	\$272.66	6.07%	\$0.00	(\$4,221.65)
Soft Drinks	\$5,372.80	\$7,000.00	\$5,158.44	\$214.36	3.99%	\$3,400.00	(\$1,758.44)
Food	\$7,376.05	\$3,500.00	\$5,041.59	\$2,334.46	31.65%	\$1,000.00	(\$4,041.59)
Golf Merchandise & Clubs for Sale	\$3,347.03	\$3,000.00	\$1,513.86	\$1,833.17	54.77%	\$1,500.00	(\$13.86)
Clothing	\$2,761.26	\$3,000.00	\$3,884.01	(\$1,122.75)	-40.66%	\$1,000.00	(\$2,884.01)
Total	\$36,781.90	\$24,500.00	\$24,737.99	\$12,043.91	32.74%	\$10,300.00	(\$14,437.99)

Charges for Services	Actual 2022 Revenue	Revenue Budget
Green Fees	\$61,576.33	\$65,000.00
Membership Fees	\$25,512.47	\$25,000.00
Trail Fees	\$523.24	\$1,000.00
Cart Storage	\$1,199.80	\$3,000.00
Rentals (Clubs, Carts)	\$1,198.35	\$1,850.00
Power Carts	\$35,202.38	\$45,000.00
Clubhouse Rental	\$1,443.32	\$500.00
Kayak Rental	\$318.07	\$0.00
Golf Tournament Revenue	\$5,327.20	\$0.00
Total Charges for Services	\$132,301.16	\$141,350.00

Total Income \$169,083.06

Less Operating Expense	Budget	Remaining
PT Wages	\$39,020.80	\$22,844.77
PT Wages	\$62,556.68	\$6,166.21
PERA	\$7,618.31	\$4,228.17
FICA	\$7,770.68	\$2,211.90
Employer Paid Health	\$11,504.40	\$4,958.72
Office Supplies	\$0.00	(\$440.32)
Heating Fuel	\$0.00	(\$32.21)
Electricity	\$5,000.00	\$2.88
Computer Supplies	\$350.00	\$350.00
Training & Instructions	\$0.00	\$0.00
Operating Supplies	\$2,200.00	(\$1,543.75)
Cleaning Supplies	\$0.00	(\$195.89)
Motor Fuels	\$3,500.00	(\$1,483.63)
Lubricants/ Additives	\$0.00	\$0.00
Chemicals	\$6,500.00	(\$574.39)
Repair/Maint/Supplies	\$0.00	(\$2,631.40)
Equipment parts	\$0.00	\$0.00
Building Repair supply	\$0.00	(\$874.57)
Small Tools/Equipment	\$0.00	(\$1,303.31)
Tires	\$0.00	(\$624.71)
Auditing/ Accounting	\$0.00	\$0.00
Medical Fees	\$250.00	(\$387.00)
Legal Fees	\$0.00	\$0.00
Dram	\$750.00	\$750.00
Telephone	\$700.00	(\$227.26)
Cable Television	\$200.00	\$200.00
Internet	\$300.00	(\$239.30)
Travel Expense	\$0.00	(\$55.90)
Other Equipment <i>club house POS equipment</i>	\$0.00	(\$1,900.04)
Other Professional services	\$800.00	\$676.00
Website Development & Maintenance	\$1,000.00	(\$840.00)
Sponsorship Expense	\$0.00	(\$1,909.32)
Postage	\$50.00	\$119.01
Advertising	\$1,000.00	(\$830.00)
Promotional Expenses	\$0.00	(\$3,120.93)
Liability Insurance	\$2,800.00	(\$614.17)
Property Insurance	\$2,600.00	\$654.00
Work Comp	\$590.00	(\$712.45)
Unemployment - <i>charged for 2020 & 2021</i>	\$4,500.00	(\$4,109.66)
Insurance	\$0.00	\$0.00
Garbage Disposal	\$900.00	(\$313.55)
Repair/Maint Building	\$1,500.00	\$801.81
Improvements other than Bldgs - Irrigation	\$8,000.00	(\$1,143.74)
Repairs/Maint Machinery	\$7,000.00	(\$1,815.20)
Maintenance Course	\$4,500.00	\$136.21
Furniture & Fixtures	\$0.00	(\$148.24)
Motor Vehicles	\$0.00	\$0.00
Club House renovations from BDC Donation <i>(see below)</i>	\$15,000.00	(\$875.43)
Other Equipment Rentals - Kayak purchase	\$0.00	(\$1,469.83)
Cart Shed Bond 2020	\$6,118.00	\$0.00
Uncollectable Checks	\$0.00	\$0.00
Dues and Subscriptions	\$2,500.00	(\$1,631.06)
Bank Service Charges	\$1,750.00	(\$2,167.75)
Cart Lease NEW 2021	\$14,670.00	(\$489.00)
Club House Debt Principal 2012	\$10,000.00	\$0.00
Club House Debt Interest 2012	\$480.00	\$0.00
Equipment Bond Interest 2016	\$1,212.50	(\$0.50)
Equipment Bond Principal 2016	\$13,000.00	\$0.00
Total Expense	\$222,620.17	\$248,191.37
		\$9,395.17

OPERATING INCOME OR LOSS

(\$78,275.10)

Other Expenses

Misc. Expenses	\$90.00
Equipment - Gator	\$0.00
Gift Certificates / Discounts	\$3,545.82
Capital Improvements	\$0.00
Transfer to General	\$0.00
Cash Short - <i>discounts for punch cards & savings cards</i>	\$1,489.13
Total Other Expenses	\$5,124.95

Other Income

General Property taxes	\$9,317.67
Transfer Fr Liq Str	\$0.00
Reimbursements	\$1,198.99
Donations and Contributions	\$17,078.07 <i>BDC Renovation Donation & others</i>
Promotional Event Revenue	\$8,556.91
Cash Over	\$173.85
Sponsorship Revenue <i>(cart / tee box)</i>	\$3,250.00
Total Other Income	\$39,575.49

NET INCOME OR LOSS YEAR TO DATE

(\$43,824.56)

Sales Comparison YTD	2021 thru October	2022	+/- over prior year
Green Fees	\$56,479.21	\$61,576.33	8.28%
Cart Rental	\$40,389.05	\$35,202.38	-14.73%
YTD Comparisons:	2021 thru October	2022	+/- over prior year
Operating Revenue	\$184,998.61	\$208,658.55	11.34%
Operating Expense	\$185,920.32	\$252,483.11	26.36%
	(\$921.71)	(\$43,824.56)	97.90%

Blackduck Municipal Liquor Store Income Statement
Year to Date Ending 10/31/2022

\$788,890.36 *How much we paid for our inventory (expenses)*

	YTD Sales	Cost of Goods	Gross Profit		<u>2022 Liquor Revenue</u> Budget
Liquor Sales Off-Sale	\$250,919.28	\$191,700.35	\$59,218.93	23.60%	\$300,000.00
Beer Sales Off-Sale	\$443,594.36	\$346,095.26	\$97,499.10	21.98%	\$500,000.00
Wine Sales Off-Sale	\$43,417.04	\$26,852.12	\$16,564.92	38.15%	\$50,000.00
Other Sales On/Off-Sale	\$18,959.02	\$14,687.52	\$4,271.50	22.53%	\$14,500.00
Liquor Sales On-Sale	\$118,543.56	\$23,907.20	\$94,636.36	79.83%	\$95,000.00
Beer Sales On-Sale	\$145,484.11	\$30,496.08	\$114,988.03	79.04%	\$127,000.00
Wine Sales On-Sale	\$2,625.05	\$977.04	\$1,648.01	62.78%	\$1,000.00
Cigarette Sales	\$47.99	\$0.00	\$47.99	100.00%	\$0.00
Clothing	\$8,180.04	\$7,553.34	\$626.70	7.66%	\$6,000.00
Soft Drinks On Sale	\$18,223.18	\$11,140.65	\$7,082.53	38.87%	\$15,000.00
Food Sales	\$254,739.75	\$148,235.41	\$106,504.34	41.81%	\$185,000.00
Total	\$1,304,733.38	\$801,644.97	\$503,088.41	38.56%	\$1,293,500.00

Less Operating Expense	2022 YTD	Budget	Remaining
Wages FT	\$180,022.60	\$202,220.57	\$22,197.97
Wages PT	\$95,045.33	\$64,493.68	(\$30,551.65)
PIERA	\$21,606.20	\$19,891.07	(\$1,715.13)
FICA	\$24,904.97	\$20,288.89	(\$4,616.08)
Health Insurance	\$48,772.27	\$58,948.75	\$10,176.48
Office Supplies	\$1,120.55	\$1,200.00	\$79.45
Electricity	\$16,393.15	\$20,000.00	\$3,606.85
Heating Fuel	\$20,848.78	\$3,500.00	(\$17,348.78)
Computer Supplies	\$99.39	\$0.00	(\$99.39)
Training and Instruction	\$1,698.00	\$500.00	(\$1,198.00)
Operating & Bar Supplies	\$38,014.86	\$20,000.00	(\$18,014.86)
Cleaning Supplies	\$133.10	\$0.00	(\$133.10)
Bar Supply	\$0.00	\$0.00	\$0.00
Building Repair Supplies	\$98.57	\$0.00	(\$98.57)
Mix Expense	\$11,387.40	\$7,000.00	(\$4,387.40)
Auditing / Acct'g Services	\$6,500.00	\$6,500.00	\$0.00
Other Professional Services/Cleaning	\$9,762.22	\$4,400.00	(\$5,362.22)
Website Development	\$1,245.00	\$0.00	(\$1,245.00)
Telephone	\$2,040.48	\$2,000.00	(\$40.48)
Postage	\$500.00	\$500.00	\$0.00
Cable Television	\$1,357.15	\$1,500.00	\$142.85
Internet Access	\$899.50	\$1,200.00	\$300.50
Advertising	\$300.00	\$500.00	\$200.00
Travel Expense	\$244.30	\$500.00	\$255.70
Freight	\$6,323.68	\$5,000.00	(\$1,323.68)
Legal Fees	\$0.00	\$0.00	\$0.00
Promotions/Entertainment	\$5,980.88	\$3,000.00	(\$2,980.88)
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	\$2,211.52	\$2,700.00	\$488.48
Garbage Disposal	\$6,234.35	\$6,000.00	(\$234.35)
Catering Expense	\$0.00	\$500.00	\$500.00
Repairs & Maintenance	\$0.00	\$0.00	\$0.00
Repairs/Maintenance Building	\$9,691.45	\$10,000.00	\$308.55
Uncollectable Checks	\$209.24	\$200.00	(\$9.24)
Dues and Subscriptions	\$5,212.56	\$4,500.00	(\$712.56)
Bank Service Charges	\$17,706.56	\$750.00	(\$16,956.56)
Furniture & Fixtures	\$744.47	\$6,000.00	\$5,255.53
Office Equip & Furnishings (kitchen equipment)	\$0.00	\$0.00	\$0.00
<i>Construction Services - Close out for 2021 Project</i>	\$16,524.08	\$0.00	(\$16,524.08)
Improvements Other than Buildings - remodel	\$0.00	\$0.00	\$0.00
Building & Structures	\$289.00	\$6,000.00	\$5,711.00
Medical Fees	\$343.00	\$350.00	\$7.00
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	\$8,600.11	\$15,022.88	\$6,422.77
Total Operating Expense	\$599,545.91	\$530,021.31	(\$69,524.60)

Inventory Expense **(\$12,754.61)**

NET INCOME OR LOSS **(\$83,702.89)** *(gross profit - expenses)*

Other Expenses

<i>Donations</i>	<i>\$9,222.00 2022 Budget - \$4,000.00</i>
Capital Outlay	\$0.00
Unemployment Paid	\$631.50
Cash Short	(\$165.95)
Misc. Expense	\$0.00
Total Other Expenses	\$9,687.55

Other Income

Reimbursements (NSF)	\$1,777.91
<i>Rent Income</i>	<i>\$12,786.40</i>
Vending Income	\$2,939.00
Interest	\$737.60
Catering Revenue	\$2,396.45
Bank Service Fees Charged to customers	\$16,736.91
<i>Transfer from Liquor Rent Fund</i>	<i>\$10,000.00</i>
Cash Over	\$5.12

Total Other Income	\$47,379.39
Gross Profit Before Transfers	(\$46,011.05)
Transfer to General Fund & Other Funds	\$0.00
Net Profit After Inventory Exp & Transfers	(\$46,011.05)

Inventory On-Hand at 1/1/2022 after inventory total	\$87,723.20
Inventory On-Hand at 10/31/2022	\$105,743.84
Difference	\$18,020.64

Sales Comparison Year to Date Ending 10/31/2022

	2020	2021	2022	% of Increase from 2021-2022
Off-Sale Liquor	\$250,413.75	\$231,542.16	\$250,919.28	8.37%
Off-Sale Beer	\$463,555.46	\$453,261.19	\$443,594.36	-2.13%
Off-Sale Wine	\$40,497.27	\$34,882.01	\$43,417.04	24.47%
Total Off-Sale	\$756,466.48	\$719,685.36	\$737,930.68	2.54%
On-Sale Liquor	\$66,287.49	\$91,563.31	\$118,543.56	29.47%
On-Sale Beer	\$83,732.19	\$115,305.63	\$145,484.11	26.17%
On-Sale Wine	\$765.41	\$1,791.74	\$2,625.05	46.51%
Total On-Sale	\$150,785.09	\$208,660.68	\$266,652.72	27.79%
Total On and Off Sale	\$907,251.57	\$928,346.04	\$1,004,583.40	8.21%
Total Food Sales	\$129,611.92	\$150,842.26	\$254,739.75	68.88%
Gross Liquor Store Sales Comparison	\$1,094,102.61	\$1,132,942.54	\$1,352,112.77	19.35%

CITY OF BLACKDUCK

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Page 1

Payments

Current Period: October 2022

Payment Batch DWDCCPMT102122

\$2,351.90

Refer	37	CARDMEMBER SERVICE -DEERW	Ck# 011362	10/21/2022	
Cash Payment	E 101-41400-208	Training and Instruction	CC PAYMENT		\$30.00
Invoice	101722	10/17/2022			
Cash Payment	E 101-42200-210	Operating Supplies (GEN	CC PAYMENT		\$721.50
Invoice	101722	10/17/2022			
Cash Payment	E 101-41400-207	Computer Supplies	CC PAYMENT		\$236.19
Invoice	101722	10/17/2022			
Cash Payment	E 101-41400-570	Office Equip and Furnishi	CC PAYMENT		\$438.00
Invoice	101722	10/17/2022			
Cash Payment	E 101-42110-433	Dues and Subscriptions	CC PAYMENT		\$237.05
Invoice	101722	10/17/2022			
Cash Payment	E 209-45183-210	Operating Supplies (GEN	CC PAYMENT		\$29.60
Invoice	101722	10/17/2022			
Cash Payment	E 602-43200-308	Testing/Analysis	CC PAYMENT		\$18.07
Invoice	101722	10/17/2022			
Cash Payment	E 609-49750-401	Repairs/Maint Buildings	CC PAYMENT		\$152.75
Invoice	101722	10/17/2022			
Cash Payment	E 101-43100-235	Personal Protective Equi	CC PAYMENT		\$61.68
Invoice	101722	10/17/2022			
Cash Payment	E 613-49830-404	Repairs/Maint Machinery	CC PAYMENT		\$33.50
Invoice	101722	10/17/2022			
Cash Payment	E 613-49830-210	Operating Supplies (GEN	CC PAYMENT		\$236.19
Invoice	101722	10/17/2022			
Cash Payment	E 613-49830-211	Cleaning Supplies	CC PAYMENT		\$50.02
Invoice	101722	10/17/2022			
Cash Payment	E 613-49830-271	Golf Accessories for Res	CC PAYMENT		\$29.98
Invoice	101722	10/17/2022			
Cash Payment	E 613-49830-406	Maintenance Course Pro	CC PAYMENT		\$36.82
Invoice	101722	10/17/2022			
Cash Payment	E 613-49830-404	Repairs/Maint Machinery	CC PAYMENT		\$40.55
Invoice	101722	10/17/2022			
Transaction Date	10/21/2022	DW Checking	10100	Total	\$2,351.90

Fund Summary

	10100 DW Checking
101 GENERAL FUND	\$1,724.42
209 PINE TREE PARK FUND	\$29.60
602 SEWER FUND	\$18.07
609 MUNICIPAL LIQUOR FUND	\$152.75
613 GOLF COURSE	\$427.06
	\$2,351.90

Pre-Written Checks	\$2,351.90
Checks to be Generated by the Computer	\$0.00
Total	
	\$2,351.90

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

Bar Operation Rent

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

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

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 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.
9/2022			6417.00	1283.40	1283.40			1283.40	(66.00)	1217.40

- 1 This amount may not exceed 10%
2 Enter no more than 10% if paper or electronic pull-tabs, tipboards, paddletickets (other than 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.

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: 2859

Payment Information

Payment Reference: 0007707459
Payment Date: 10/28/2022
Payment Method: Automated Clearing House

Agency Code / Description	Contact Phone	Voucher ID / Payment Message	Invoice Date	Invoice Number	Customer Account	Paid Amt
G90 / REVENUE/INTERGOVT	651/556-6092	00 09890633	10/31/2022	22949A20402002W001	CITY-040200 MVCREDIT_AGRIC	28.67
		MV CREDIT-AGRICULTURAL				
Total:						28.67 USD

Month End Remittance Report for October 2022

STATE OF MINNESOTA

Check Number: 888888 Printed: 11/1/2022 Account: First National Bank of Bemidji Checking (Swept)

Beltrami County

County Revenue

Line	GL Account	Statute	Inter-Agency Nbr	Amount
1a	Law Library-Civil	M.S. 134A.10 S1		740.00
1b	Law Library - Criminal	M.S. 134A.10 S3		1,973.97
2	Sheriff's Contingency Fund	M.S 387.213		237.50
9	Prosecution Costs	M.S. 631.48; 609.49		250.00
10	DWI Assessment/County	M.S. 169A.285		25.00
County Revenue Total				\$3,226.47

Municipalities

GL Account	Statute	Inter-Agency Nbr	Amount
DWI Assessment/Bemidji			276.36
Bemidji 100%			343.67
Bemidji 2/3			3,705.60
Bemidji 1st Late Penalty			71.64
Bemidji 2nd Late Penalty			148.88
Sub-Total			\$4,546.15
GL Account	Statute	Inter-Agency Nbr	Amount
Blackduck 1st Late Penalty			3.33
Blackduck 2nd Late Penalty			16.66
Sub-Total			\$19.99
Municipalities Total			\$4,566.14

County Specific

Line	GL Account	Statute	Inter-Agency Nbr	Amount
1	Beltrami County DARE Advisory Board			152.93
3	Bemidji Prosecution Costs			550.00
6	Northwood Coalition Battered Women's Shelter			582.88
58	Beltrami County Victim Services			71.75
59	Support Within Reach			126.00
County Specific Total				\$1,483.56

Final Council Approval for the Following

New Employees:

Name:	Position:	Date of Hire:	Wage:
Ariel Klopocz	Volunteer Fire Fighter	10/21/2022	Per call
Cyril Weidenborner	Volunteer Fire Fighter	11/07/2022	Per Call
Robert McMenimen	Volunteer Fire Fighter	11/07/2022	Per Call



Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

602-43200-520
CITY OF BLACKDUCK

Invoice
#INV019317
10/14/2022

OCT 18 2022

Bill To

Blackduck MN, City of
PO Box 380
Blackduck MN 56630
United States

Ship To

Blackduck MN, City
of
8 Summit Ave
Blackduck MN
56630
United States

TOTAL

\$23,378.90

Due Date: 11/13/2022

Details

Sale and Installation of (2) ABS Piranha Pumps to Replace Existing Hydromatics. Includes Phase Conversion Control Panel.

Sales Rep	PO #	Terms	Shipping Method	
Justin MacPherson	Signed Quote	Net 30		
QTY	Item	Comment	Rate	Amount
1	11134 ABS PIRANHA - S30/2 GRINDER PUMP 4HP/230/3 1-1/4" D/C 32' CABLE STD	SN:300760210	\$3,902.00	\$3,902.00
1	11134 ABS PIRANHA - S30/2 GRINDER PUMP 4HP/230/3 1-1/4" D/C 32' CABLE STD	5% Discount Applied SN:300760211	\$3,705.00	\$3,705.00
1	24158 USEMCO POWERPACK DUPLEX PANEL LARGE VFD PHASE CONVERSION 1PH TO 3PH - 900805, 4-FLOAT OPERATION	SN: 19730	\$7,300.00	\$7,300.00
4	12379 ANCHOR SCIENTIFIC ECO FLOAT NO/ NC INTERNALLY WEIGHTED, NON MERCURY, SUSPENDED, 50FT		\$62.00	\$248.00
2	10595 ABS DISCHARGE ADAPTER KIT, 1-1/4"		\$138.00	\$276.00
2	11430 ABS SEAL LEAK/OVER TEMP RELAY, CA462, DIN RAIL MOUNTED,110/230V- AC		\$466.00	\$932.00
2	13463 CONERY SRA ADAPTER 2 BOLT FLANGE 1.25"		\$158.50	\$317.00
1	22429 MISC PARTS	Fix Gate Valve - (2) 1/4"x1" SS Bolt. 10' PVC Conduit. Mount Panel. Green Treat Posts (2) 4"x4"x10' + 2"x8"x8'.	\$122.22	\$122.22
1	19967 PVC ADAPTER 1-1/4" SCH 80 SLXMPT		\$8.22	\$8.22

Thank you for your business.

Toll Free: 877-645-8004 | Email: info@minnesotapumpworks.com | Website: <http://www.minnesotapumpworks.com>



INV019317



Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

Invoice
#INV019317
10/14/2022

QTY	Item	Comment	Rate	Amount
1	20116 PVC ELBOW 1-1/4" 90 DEGREE SCH 80 SLXSL..		\$4.80	\$4.80
2	14778 ELBOW 1-1/4" 90 DEGREE 150# SS304		\$26.88	\$53.76
2	19335 NIPPLE SCH40 304SS 1-1/4" CLOSE		\$5.50	\$11.00
6	22561 SERVICE DRIVE TIME - STD	Tech 1	\$145.00	\$870.00
6	22561 SERVICE DRIVE TIME - STD	Tech 2	\$145.00	\$870.00
12	22548 ON-SITE SERVICE LABOR - STD	Tech 1	\$145.00	\$1,740.00
12	22548 ON-SITE SERVICE LABOR - STD	Tech 2	\$145.00	\$1,740.00
170	22565 SERVICE TRUCK MILEAGE - STD		\$1.85	\$314.50
1	23328 FUEL SURCHARGE - STD		\$78.63	\$78.63
1	22534 CONFINED SPACE ENTRY		\$175.00	\$175.00
2	22551 PER DIEM		\$200.00	\$400.00
1	23288 SHIPPING & HANDLING		\$310.77	\$310.77

Subtotal \$23,378.90

Tax \$0.00

Amount Paid \$0.00

Amount Due \$23,378.90

PLEASE REMIT TO:
Minnesota Pump Works
PO Box 945
Ankeny, IA 50021

Online payment accepted at <http://www.minnesotapumpworks.com> - PAY NOW
3% charge for credit card and \$2.25 charge for e-Check

PAST DUE INVOICES ARE SUBJECT TO 1.5% PER MONTH FINANCE CHARGE

Thank you for your business.

Toll Free: 877-645-8004 | Email: info@minnesotapumpworks.com | Website: <http://www.minnesotapumpworks.com>



INV019317

2 of 2

Page 38 of 110

October 12, 2022

Christina Regas, City Administrator
City of Blackduck, Minnesota
8 Summit Ave NE
PO Box 380
Blackduck, MN 56630-0380

RE: Potential Refunding of Existing Bonds

As your Municipal Advisor one of the services we provide is to monitor your outstanding bond issues and alert you to any potential refunding opportunities. An updated status report for your outstanding debt is attached. It includes general information about your existing debt and a brief comment regarding potential savings based on current market conditions. We will continue to monitor your issues on an ongoing basis and will contact you if we identify refunding opportunities that merit consideration.

If you have any questions about this information, please contact me.

Sincerely,

Ehlers



Todd Hagen
Senior Municipal Advisor/ Vice President



Shelly Eldridge
Senior Municipal Advisor/ Vice President

Status Report on Refunding of Existing Bond Issues

Original Bond Amount	Title	Last Maturity	Call Date	Callable Amount	Callable Rates		Status
					Low	High	
\$445,000	General Obligation Refunding Bonds, Series 2009A	01/01/2024	01/01/2018	\$30,000	4.125%	4.250%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$1,165,000	General Obligation Bonds, Series 2012A	02/01/2035	02/01/2023	\$655,000	2.100%	2.550%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$105,000	General Obligation Disposal System Bonds (MN Rural Water), Series 2014A	02/01/2025	02/01/2016	\$34,000	3.000%	3.000%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$93,000	General Obligation Equipment Certificates, Series 2016A	02/01/2025	09/16/2016	\$42,000	2.500%	2.500%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$468,834	General Obligation Water Revenue Note of 2016	08/20/2046	09/28/2016	\$391,600	1.250%	3.466%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$180,000	General Obligation Disposal System Note (MN Rural Water), Series 2017A	02/01/2024	08/01/2019	\$22,644	2.950%	2.950%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$30,000	USDA Loan, 2020	04/06/2030	-	-	-	-	These bonds are not callable.

Original Bond Amount	Title	Last Maturity	Call Date	Callable Amount	Callable Rates		Status
					Low	High	
\$650,000	General Obligation Tax Abatement Bonds, Series 2021A	02/01/2042	02/01/2030	\$410,000	2.000%	2.000%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$164,872	Taxable General Obligation Tax Abatement Bonds, Series 2021B	08/15/2036	08/27/2021	\$164,872	2.000%	2.000%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.
\$1,965,000	General Obligation Temporary Bond, Series 2022A	08/01/2023	02/01/2023	\$1,965,000	2.000%	2.000%	As of October 12, 2022, we estimate that this refunding would not generate sufficient savings to be considered.

League of Minnesota Cities P&C
145 University Avenue West
St. Paul, MN 55103



10/5/22 9:19 AM 3 0002974 20221011 SJ3GV101 BW-ENV1 1 oz DOM SJ3GV10000* 158568 CN



BLACKDUCK CITY OF
PO BOX 380
BLACKDUCK MN 56630-0380



CITY OF BLACKDUCK

OCT 18 2022

NORTHERN IRRIGATION
paid check # 011324
\$30,591.38

Internal ID: x1E779A5F Payee ID: REGCCPRD:13760928 EPC Draft #: 271620342 Payment Date: 10/10/2022 Page 1 of 3

Payor: League of Minnesota Cities P&C
Payor ID: 10040
Payee ID: REGCCPRD:13760928

Check Number: 6117992110

Bill Detail

Claimant Name:	Blackduck, City Of	Amount:	30,591.38
Claim Number:	LMC CP 000000233775	Invoice Date:	10/05/2022
Policy Number:	1002955	Invoice Number:	IREGCCPRD:23937082
Employer/Insured:	Blackduck, City Of	Incident Date:	08/26/2022
		Payment type:	VEND
From-To:	1/1/00-1/1/00	Vendor Number:	REGCCPRD:13760928
Remarks:			

Statement Summary	Charged	Reductions	Net Payment Amount
	30,591.38	0.00	30,591.38

Are you struggling with receiving check payments in a timely manner? Interested in receiving payments and submitting ebills more expediently? These challenging times clearly demonstrate an immediate need for our industry to transition to electronic billing and payment methods. **Jopari Solutions is here to help!** If you would like to obtain information about enrolling in electronic billing, Virtual Card, or EFT payment receipt, please contact Jopari Solutions at 1-800-630-3060, via email at Support@Jopari.com, or visit: www.Jopari.com. Reduce your payment turnaround time - Enroll Today.

Comments:



\$50.00

NO. 2023-01



GENERAL CORPORATE LICENSE
STATE OF MINNESOTA
CITY OF BLACKDUCK
COUNTY OF BELTRAMI

Whereas, Northern Amusement has paid the sum of \$50.00 dollars to the City of Blackduck, as required by the ordinances of said City and complied with all the requirements of said Ordinances necessary for obtaining this License;

Now Therefore, by order of the Blackduck City Council, and by virtue hereof, the said Northern Amusement is hereby licensed and authorized to operate five (5) amusement machines at Blackduck Liquor Store for the period of One Year starting January 1, 2023, and ending December 31, 2023, subject to all conditions and provisions of said Ordinances.

Given under my hand and the corporate seal of the City of Blackduck this 7th day of November 2022.

Mayor

Attest _____

Administrator



General Corporate License City of Blackduck

State of Minnesota
County of Beltrami

To the Council of the City of Blackduck in said County and State:

The undersigned hereby applies for a license to carry on the business of **operating amusement machines** at **Blackduck Liquor Store – DBA The Pond** in the City of Blackduck in said county and state for the term of one year from the date hereof, subject to the laws of Minnesota and the ordination of the said City; and hereof tenders \$ 50.00 as the license fee therefore operate **(5) machines.**

10/21 2022
Date


Signature of Applicant

A fee of \$10.00 per
amusement machine
must accompany this
application.

\$100.00

NO. 2023-02



GENERAL CORPORATE LICENSE
STATE OF MINNESOTA
CITY OF BLACKDUCK
COUNTY OF BELTRAMI

Whereas, Northern Amusement has paid the sum of \$100.00 dollars to the City of Blackduck, as required by the ordinances of said City and complied with all the requirements of said Ordinances necessary for obtaining this License;

Now Therefore, by order of the Blackduck City Council, and by virtue hereof, the said Northern Amusement is hereby licensed and authorized to operate ten (10) amusement machines at Blackduck Bowling Lanes for the period of One Year starting January 1, 2023, and ending December 31, 2023, subject to all conditions and provisions of said Ordinances.

Given under my hand and the corporate seal of the City of Blackduck this 7th day of November 2022.

Mayor

Attest _____
Administrator



General Corporate License City of Blackduck

State of Minnesota
County of Beltrami

To the Council of the City of Blackduck in said County and State:

The undersigned hereby applies for a license to carry on the business of operating amusement machines at Blackduck Bowling Lanes in the City of Blackduck in said county and state for the term of one year from the date hereof, subject to the laws of Minnesota and the ordination of the said City; and hereof tenders \$ 100.⁰⁰ as the license fee therefore operate (10) machines.

10/21/ 2022

Date

Signature of Applicant

A fee of \$10.00 per
amusement machine
must accompany this
application.

INTOXICATING LIQUOR & WINE
ON / OFF SALE LICENSE

License is hereby Granted to



The City of Blackduck
TO SELL AT RETAIL

Intoxicating Liquor & Wine
FOR CONSUMPTION ON / OFF THE PREMISES LOCATED AT

The Pond

In the City of Blackduck, County of Beltrami, State of Minnesota
for the period commencing January 1st, 2023 and terminating December 31st, 2023
at midnight.

WITNESS THE GOVERNING BODY of the CITY OF BLACKDUCK and the seal thereof this 7th day of November, 2022
The Council of the City of Blackduck

Attest: _____
Administrator

by _____
Mayor

Bemidji

315 5th Street NW

Suite 1

Bemidji, MN 56601

218.444.1859

Bemidji@Widseth.com

Widseth.com

REQUEST FOR PROPOSAL

Date: September 23, 2022, **WSN PROJECT NO.** 2020-11912

RFP NO.: 01

PROJECT: Combined Maintenance and Police Facility
(Name & Address) 197 Industrial Lane NW
Blackduck, Minnesota 56630

OWNER: City of Blackduck
(Name & Address) 8 Summit Ave NE
Blackduck, MN 56630

TO: TNT Construction Group LLC
(Name & Address) 40 County Road 36
Grand Rapids, MN 55744

CC:
(Name & Address)

Please provide a cost breakdown in accordance with the Contract Documents and a Summary for the change described herein and, on the attachments, listed. This is not an authorization to proceed with the work described herein unless and until approved by the owner. On approval, this change will be included in a Change Order, which will provide the formal contract change.

Provide a price to add (2) rows of snow guards at the roof on the north elevation and field verify the length. Install the snow guards centered with the exhaust fans on the north exterior elevation wall and extend 2-feet beyond the exhaust fans on each side.

Attachments: None.

Issued By: Brent Dammann September 23, 2022

Date



TNT Construction Group

40 County Road 63, Grand Rapids, Minnesota 55744 Phone: 218-326-1881 Fax: 218-326-9296

Proposal/Change order

- Today's Date: 10-4-22
- Proposal submitted to: Widseth
- Project name: Blackduck Police and Maintenance building
- Project Location: Blackduck MN
- Description of work: Listed below
- Date of drawings: N/A
- Addendums

Proposal Includes, Supply and Install snow gaurds per RFP 01 apprx 30 l.f.

Material		142.00
Laboratory	4 @ 86	344.00

We hereby propose to furnish equipment, material, and labor for the sum of:
Four Hundred Eighty Six Dollars 00/100 (Bid Total:\$ 486.00)

Signed and prepared by:


Project Manager/Estimator, Clay Witkofsky

clay@tnt-cg.com

218-398-2141 Mobile. 218-326-1881 Office. 218-326-9296 Fax.

Hammerlund Inc. UNION CONTRACTOR

40 County Road 63, Grand Rapids, MN 55744

Web site: TNT-cg.com

Note: Proposal may be withdrawn if not accepted within _____ days.

Bigfork Valley Hospital

Acceptance of proposal: Signed _____

Date: _____

Name

Title



Kraus-Anderson Construction Company
501 South Eighth Street, Minneapolis, MN 55404

Important Notice Regarding Payments to Kraus-Anderson Construction Company

To Whom It May Concern:

As we are sure you are aware, there are more frequent incidents in the news about cyber criminals using email and other electronic means to induce businesses and individuals to reveal their financial information, or to make payments to criminals that are impersonating persons that are actually entitled to receive such information or payments. Any business which is a payer or recipient of large sums of money as part of its regular business activity is a special target for these cyber criminals. The large and repeated payments made by the owners of construction projects to their construction contractors make these parties potential targets, and we know of instances where some project owners have been defrauded into making erroneous payments to third-party impostors as a result of this criminal fraud activity.

The purpose of this letter is to ask for your help to be extra vigilant in how your company makes payments to Kraus-Anderson Construction Company. At the start of our construction project with your company, we provided you with information that included our bank name, routing number, and account number for payments made by ACH or wire transfer, or other specific instructions for paying Kraus-Anderson by check. It is extremely unlikely we would ever change these instructions before the completion of your project and our receipt of final payment from you.

Please do not act on a request to change our account information or method of payment unless you are certain that the request is actually being made by Kraus-Anderson Construction Company. If you receive such a request, it is likely an attempt to defraud you. Therefore, it is important that you contact one of the two Kraus-Anderson employees listed below if you receive a request in any form--oral, electronic, written, or otherwise--to make changes to our payment instructions and/or banking information:

Logan Carter, CPA, Controller
Office phone: 612-255-2364 Cell phone: 612-723-0843

Ryan Szarzynski, CPA, Accounting Manager
Office phone: 612-255-2368 Cell phone: 612-210-0570

We hope this information is helpful to you in protecting your company against acts by third-party criminals that may attempt to interfere with the proper processing of legitimate financial transactions. Please contact us if you have any questions.

Sincerely,

KRAUS-ANDERSON CONSTRUCTION COMPANY


Logan Carter
CPA, Controller


Ryan Szarzynski
CPA, Accounting Manager

Office 612-332-7281 | www.krausanderson.com | Fax 612-332-8739

Together, strengthening the communities we serve

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 52169

To Owner:
City of Blackduck
8 Summit Avenue NE
Blackduck, MN 56630

Project:
2120022- The Pond Addition & Remodeling

Customer Reference:

From Contractor:
Kraus-Anderson Construction Company
501 South Eighth Street
Minneapolis, MN 55404

Via Architect:
Widseth Smith Nolting & Associates, Inc.
216 S Main Street
Crookston MN 56716

Contract For:

Application No. : 11

Distribution to :

☐ Owner

☐ Architect

☐ Contractor

Period To: 7/31/2022

Project Nos:

Contract Date: 7/5/2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM \$632,100.00

2. NET CHANGE BY CHANGE ORDERS \$28,862.83

3. CONTRACT SUM TO DATE(Line 1 ± 2) \$660,962.83

4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703) \$660,962.83

5. RETAINAGE:

a. 0.00% of Completed Work
(Column D + E on G703) \$0.00

b. 0.00% of Stored Material
(Column F on G703) \$0.00

Total Retainage (Line 5a + 5b or Total in Column I of G703) \$0.00

6. TOTAL EARNED LESS RETAINAGE \$660,962.83
(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENTS \$655,962.83
(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$5,000.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$0.00
(line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Kraus-Anderson Construction Company

DocuSigned by:

By:

Robert T Fitzgerald

Date:

8/4/2022 | 10:43 AM CDT

State of: Minnesota

County of: Beltrami

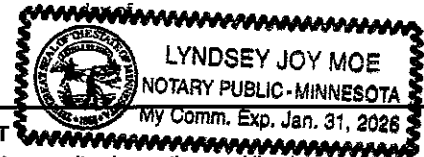
8/9/2022 | 8:09 AM CDT

Subscribed and sworn to before me by this

Notary Public:

Lyndsey Moe

My Commission expires 1/31/2026

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$5,000.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

B. J. [Signature]

Date: 10/19/22

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$28,862.83	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$28,862.83	\$0.00
Net Changes By Change Order	\$28,862.83	

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 11
Application Date : 08/01/22
Period To: 7/31/2022
Architect's Project No.:

Invoice # : 52169 Contract : 2120022- The Pond Addition & Remodeling

A	B	C	D		E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage (If Variable Rate)	
			From Previous Application (D+E)	This Period In Place						
					(Not in D or E)	(D+E+F)				
1	The Pond Addition & Remodeling	184,362.00	184,362.00	0.00	0.00	184,362.00	100.00%	0.00	0.00	
01	Owner Change Order 1	11,796.94	11,796.94	0.00	0.00	11,796.94	100.00%	0.00	0.00	
02	Owner Change Order 2	17,065.89	17,065.89	0.00	0.00	17,065.89	100.00%	0.00	0.00	
9000	Fee	26,973.00	26,973.00	0.00	0.00	26,973.00	100.00%	0.00	0.00	
03.0000.00	Concrete Package	37,400.00	37,400.00	0.00	0.00	37,400.00	100.00%	0.00	0.00	
06.0000.00	Carpentry Package	66,145.00	66,145.00	0.00	0.00	66,145.00	100.00%	0.00	0.00	
07.2100.00	Thermal Insulation	10,500.00	10,500.00	0.00	0.00	10,500.00	100.00%	0.00	0.00	
08.4100.00	Entrances and Storefronts	10,407.00	10,407.00	0.00	0.00	10,407.00	100.00%	0.00	0.00	
08.7100.00	Door Hardware	19,334.00	19,334.00	0.00	0.00	19,334.00	100.00%	0.00	0.00	
09.6000.00	Flooring Package	23,300.00	23,300.00	0.00	0.00	23,300.00	100.00%	0.00	0.00	
09.8000.00	Acoustic Treatment	9,075.00	9,075.00	0.00	0.00	9,075.00	100.00%	0.00	0.00	
09.9000.00	Painting & Wall Covering Package	19,240.00	19,240.00	0.00	0.00	19,240.00	100.00%	0.00	0.00	
12.3000.00	Casework Package	17,431.00	17,431.00	0.00	0.00	17,431.00	100.00%	0.00	0.00	
13.2126.00	Cold Storage Room	35,709.00	35,709.00	0.00	0.00	35,709.00	100.00%	0.00	0.00	
22.0000.00	Plumbing Package	26,547.00	26,547.00	0.00	0.00	26,547.00	100.00%	0.00	0.00	
23.0000.00	HVAC Package	40,398.00	40,398.00	0.00	0.00	40,398.00	100.00%	0.00	0.00	
26.0000.00	Electrical Package	68,700.00	68,700.00	0.00	0.00	68,700.00	100.00%	0.00	0.00	
32.1000.00	Paving Package	16,415.00	16,415.00	0.00	0.00	16,415.00	100.00%	0.00	0.00	
32.3000.00	Site Improvement Package	20,164.00	20,164.00	0.00	0.00	20,164.00	100.00%	0.00	0.00	

Field Report

Project Title: Combined Maintenance and Police Facility

Project Number: 2020-11912

Field Report #: 10

Date: October 20, 2022

Time: 11:20 am – 12:20 pm

Weather: Partly cloudy

Temp. Range: 29 - 56

Contractors on site: TNT Construction, Drywallers, PBTv and Carl McCollum with Naylor Heating & Refrigeration,

Observation:

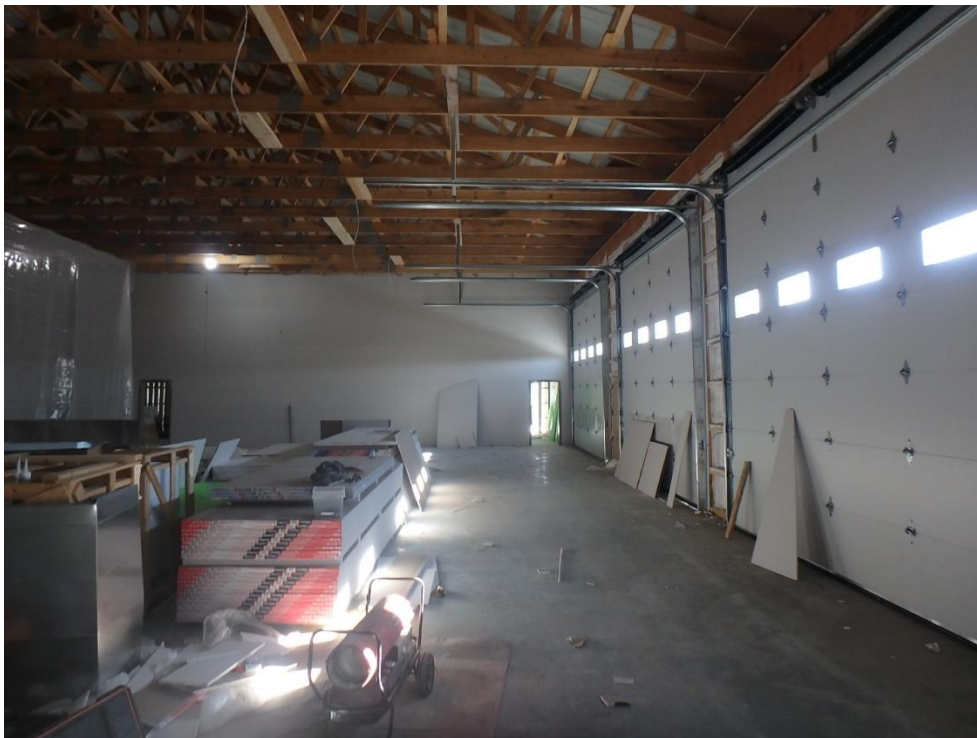
1. The exterior wall spray foam insulation is complete, including the fire barrier coating over the spray foam insulation.
2. The (3) layers of gypsum board at the fire barrier wall between Rooms 110 and 109 is installed on Room 110 side.
3. The (3) layers of gypsum board at the fire barrier wall between Rooms 110 and the west office area is installed up to the stair location and to the ceiling line on Room 110 side.
4. Drywall installation has started in Room 109.
5. The ceiling vapor barrier is installed at Room 107 and the ceiling metal liner panel installation has started.
6. The electrical rough-in is complete.
7. HVAC rough-in is around 70 % complete.
8. All the overhead door openings have the door panels stacked in place.
9. All the hollow metal door frames are in place.
10. The site's west entrance roadway was adjusted in accordance with the Owner's wishes, also the storm pond piping layout was adjusted.
11. The transformer at the north side of the building has been installed.
12. Photos taken of the entire site and building area.

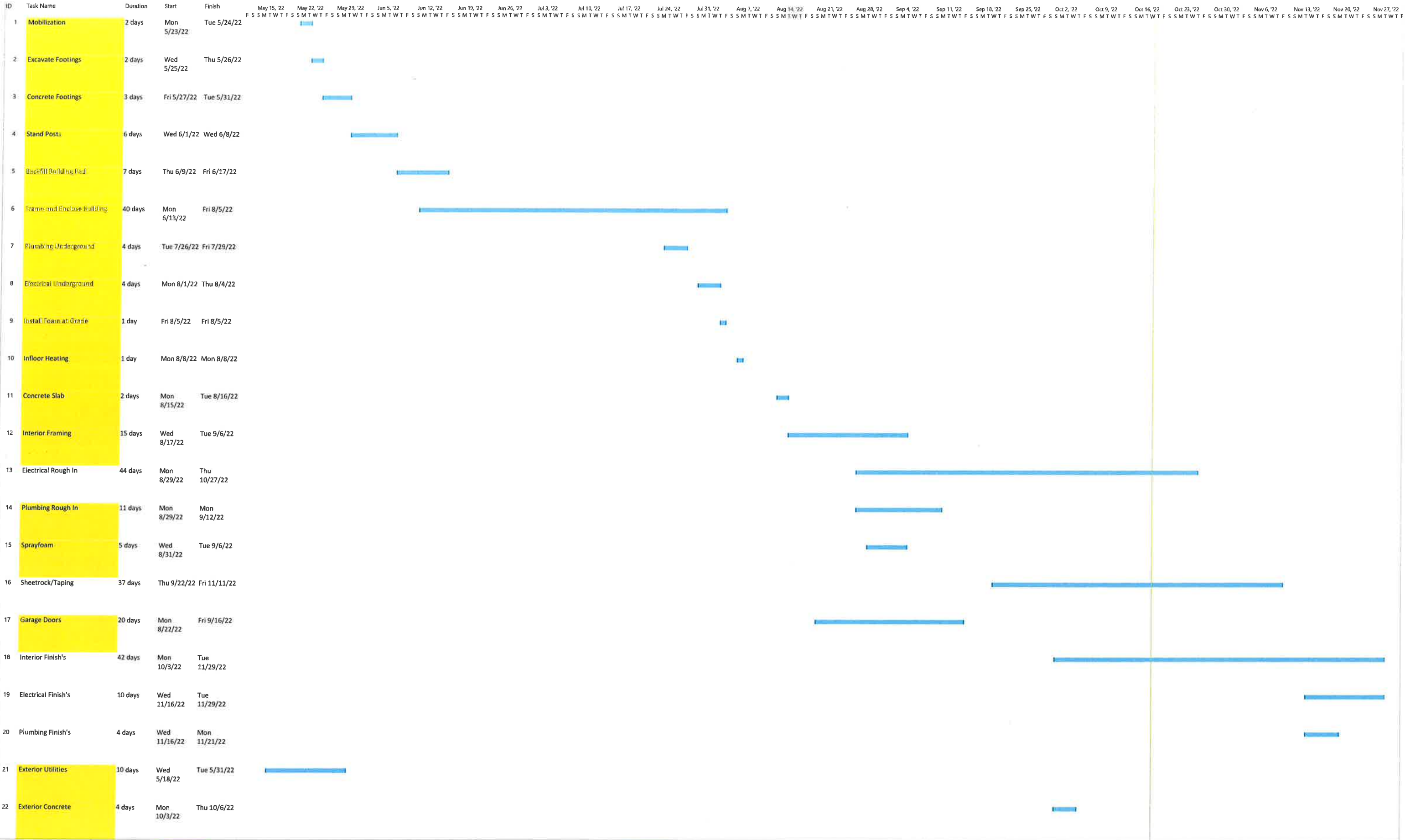
Information or Action Required:

1. Reviewed the fire damper issue at the ground floor plan between Rooms 111 and 112 with Carl McCollum. It was decided for the contractor to get pricing for a special-order fire damper that will work with the round duct work.

Reported By: Todd Skyberg
Architectural Technician

Attachment: (2) construction photos





Project: Blackduck maintenance
Date: Thu 10/20/22

Task Split

Milestone

Summary

Project Summary

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

PROGRESS MEETING #10

October 20, 2022

Re: Combined Maintenance and Police Facility

Subject: Meeting Minutes

Attendees: Christina Regas, City Administrator
Ron Fredrickson, City Councilor
Clay Witkofsky, TNT Construction Group LLC
Todd Skyberg, WiDSETH

Location: Blackduck City Hall

Please note meeting minutes distributed by email only.

1. Outstanding Items from Previous Meetings:

- 1.1. 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.
 - 1.1.1. The Contractor shall coordinate with the Owner and Paul Bunyan Telephone.
 - 1.1.1.1. Clay informed the group that the city will be receiving a revised quote from Paul Bunyan. Once Christina receives the quote, she will share with the group for review.
 - 1.1.1.2. Christina has not received a revised quote, so she will be contacting Paul Bunyan Telephone Company.
 - 1.1.1.3. Contact has been made with Paul Bunyan Telephone and the required work between all parties has been reviewed and corrected.
- 1.2. The door hardware needs were reviewed following the meeting. Based on the feedback from the City, Widseth will outline the needs and review with TNT and the hardware supplier what changes of hardware scope there may potentially be. Once the hardware needs are addressed and finalized, we will then review the keying arrangements for the Public Works staff and Police staff.
 - 1.2.1. WiDSETH is currently reviewing.
 - 1.2.2. The Contractor needs A.S.A.P.
 - 1.2.2.1. The Contractor is moving forward with the order of the door hinges.

2. Review of Work Progress:

- 2.1. Progress since last meeting:
 - 2.1.1. HVAC rough-in is continuing.
 - 2.1.2. The overhead sectional door panels are in place.
 - 2.1.3. Spray foam insulation at the exterior walls is installed along with the fire barrier coating.
 - 2.1.4. The metal liner panels at the ceiling are being installed in Room 107.
 - 2.1.5. The drywall installation has started.
 - 2.1.6. The transformer was set earlier this week and the power is scheduled to be brought to it this afternoon.
 - 2.1.7. The Contractor noted they are on schedule

2.2. Sequence of work progress:

- 2.2.1. The drywall installation to continue.
- 2.2.2. Continue with the installation of the metal liner panel at the ceiling areas.

2.3. Required coordination's to maintain schedule:

- 2.3.1. None currently.

3. Status of Submittals:

3.1. Reviewed and approved since last progress meeting:

- 3.1.1. 22 1005 Plumbing Piping

3.2. Submittals under review:

- 3.2.1. None currently.

3.3. Rejected submittals:

- 3.3.1. None currently.

3.4. Submittals scheduled for submission:

- 3.4.1. 06 2000 Finish Carpentry – plastic laminate windowsills
- 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
 - 3.4.5.1. Verify with Mike Schwanke if required.
- 3.4.6. 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. None currently.

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

- 6.1. ASI #1 - 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 – Rejected by the Owner.
- 6.3. ASI #3 was issued August 31, 2022. HVAC modifications at the floor joist area, duct insulation and location of louver "L-1".
- 6.4. ASI #4 was issued September 6, 2022. Add additional silt-fence per MPCA.

7. Status of Proposal Requests:

- 7.1. Request for Proposal #01 – provide (2) rows of snow guards at the roof above the exhaust hoods; was issued September 23, 2022.
 - 7.1.1. Christina will present the proposal to the City Council October 24, 2022.

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
- 8.4. Change Order #04.- add additional silt-fence: Approved

9. Applications for Progress Payments

- 9.1. The Contractor to submit Pay Application #6 for review.

10. Schedule next Progress Meeting:

10.1. The next progress meeting to be November 3rd.

10.1.1. Meet at City Hall; Time: 10:30 AM.

11. Other Discussion Items:

11.1. None currently.

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

Sincerely,

WiDSETH

A handwritten signature in blue ink, appearing to read 'Todd Skyberg', with a long horizontal flourish extending to the right.

Todd Skyberg
Architectural Technician



United States Department of Agriculture

Rural Development

November 02, 2022

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

City of Blackduck
PO Box 380
Blackduck, MN 56630

RE: Pay request #7

Dear Mayor:

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

PPE #6:

TNT Construction Group, LLC \$372,245.15

Total **\$372,245.15**

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)**
=\$372,245.15
- Total:** \$372,245.15

Remaining Fund Balances:

Applicant Contribution –	\$ 0.00
Interim Financing/RD Loan #1 -	\$ 329,824.82
Interim Financing/RD Loan #2-	\$ 310,000.00
Total Funds still available:	\$ 639,824.82

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,

A handwritten signature in blue ink, appearing to read "Angela Bokovoy".

Angela Bokovoy
Area Specialist

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

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.

6

PAGE 1

OWNER:

City of Blackduck, MN

CONTRACTOR:

TNT Construction Group, LLC

PERIOD OF ESTIMATE

FROM 10/1/2022 TO 10/31/2022

CONTRACT CHANGE ORDER SUMMARY

ESTIMATE

No.	Agency Approval Date	Amount			
		Additions	Deductions		
1	5/3/2022		138,391.00	1. Original Contract	\$2,064,000.00
2	6/15/2022	10,850.00		2. Change Orders	\$-122,683.00 \$0.00
3	8/17/2022	2,035.00		3. Revised Contract (1 + 2)	\$1,941,317.00 \$0.00
4	9/12/2022	2,337.00		4. Work Completed*	\$1,485,843.45
5	10/11/2022	486.00		5. Stored Materials*	0.00
				6. Subtotal (4 + 5)	\$1,485,843.45 \$0.00
				7. Retainage*	\$74,292.17
				8. Previous Payments	\$1,039,306.13
				9. Amount Due (6-7-8)	\$372,245.15 \$0.00
TOTALS		15,708.00	\$0.00	* Detailed breakdown attached	
NET CHANGE			\$0.00		

CONTRACT TIME

Original (days) 280

Revised

Remaining 113

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

APPROVED BY OWNER:

Owner City of Blackduck

By

Date

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 10/27/2022

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 11/02/2022

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 0575-0042. 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.

RD 1924-18 (Rev. 6-97)



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:	006
APPLICATION DATE:	October 25, 2022
PERIOD TO:	October 31, 2022
ARCHITECTS PROJECT NO:	2020-11912

A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		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)	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	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	216,000.00	40,000.00	0.00	256,000.00	92.42%	21,000.00	0.00	
	CARPENTRY	291,409.00	149,780.00	50,000.00	0.00	199,780.00	68.56%	91,629.00	0.00	
	DRYWALL	30,200.00	0.00	15,000.00	0.00	15,000.00	49.67%	15,200.00	0.00	
	CONCRETE / TESTING	183,000.00	142,500.00	40,500.00	0.00	183,000.00	100.00%	0.00	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	55,000.00	0.00	55,000.00	100.00%	0.00	0.00	
	DOORS	74,000.00	15,000.00	50,000.00	0.00	65,000.00	87.84%	9,000.00	0.00	
	GARAGE DOORS	65,500.00	57,000.00	0.00	0.00	57,000.00	87.02%	8,500.00	0.00	
	ACCESSORIES	6,000.00	2,000.00	0.00	0.00	2,000.00	33.33%	4,000.00	0.00	
	MECHANICAL	432,000.00	140,000.00	70,000.00	0.00	210,000.00	48.61%	222,000.00	0.00	
	ELECTRICAL	150,000.00	61,000.00	45,000.00	0.00	106,000.00	70.67%	44,000.00	0.00	
	DIRT / UTILITY / STAKING	288,500.00	253,876.45	24,000.00	0.00	277,876.45	96.32%	10,623.55	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	
	CO 4 ADDITIONAL	2,337.00	0.00	2,337.00	0.00	2,337.00	100.00%	0.00	0.00	

A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		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)	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	SILT FENCE									
	CO 5 SNOW GUARDS	486.00	0.00	0.00	0.00	0.00	0.00%	486.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
	GRAND TOTAL	\$1,941,317.00	\$1,094,006.45	\$391,837.00	\$0.00	\$1,485,843.45	76.54%	\$455,473.55	\$0.00	

JD Construction
23809 Summit Hall RD
Blackduck, MN 56630

Date 11/3/2022
Invoice # 164

Bill To

City of Blackduck
8 Summit Ave NE
P O Box380
Blackduck,Mn 56630

Ship To

CITY OF BLACKDUCK

NOV 03 2022

P.O. #
Terms

250-46600-300
DW
10104

Ship Date 11/3/2022
Due Date 11/3/2022
Other

Description	Amount
Pay request for work completed on Blackduck Movie Theatre south wall.	
Frame new wall section for concession area and insulate existing wall,install new steel siding on wall and canopy, and integrate existing roofing to new wall.	6,130.00
Cover south Stucco wall of theatre building. Includes removing tar flashing and prep wall for paint, install 1 coat of tinted Dry-Lok damp-proofing, install one coat of exterior siding paint. Also includes building a new roof section to cover existing foundation wall.	8,820.00
Install new vertical steel siding on rear addition of theatre building. Including removal of existing siding and flashing materials, install new furring strips and install new steel siding and trims.	5,840.00
Cut foundation wall, remove debris and rough-grade work area.	2,400.00
Thank You.	
Subtotal	\$23,190.00
Sales Tax (0.0%)	\$0.00
Total	\$23,190.00
Payments /Credits	\$0.00
Balance Due	\$23,190.00

JD Construction
jimlizk1@gmail.com

218-766-0614

Blackduck Main Street Redevelopment Project Budget

Activity	Eligible Budgeted Expense Approved by Deed:	Vendor Name:	Date Paid to Vendor:	Amount Paid:	COB Fund charged to:	Date Reimbursed by Deed	Demolition Loan remaining Funds:
Land Acquisition	\$23,992.56	Sathre Title (BDC)	9/17/2021	\$23,992.56	250-46600-310	1/10/2022	\$144,950.00
Asbestos Abatement	\$21,950.00	Building Systems Corp.	12/7/2021	\$21,950.00	250-46600-310	1/10/2022	\$123,000.00
Demolition	\$123,000.00	Dobmeier Excavating	7/1/2022-8/31/22	\$116,090.00	250-46600-300	10/17/2022	\$6,910.00
	\$168,942.56			\$162,032.56			

Non-Eligible Expenses to Project

Activity	Non-eligible Expense:	Vendor Name:	Date Paid to Vendor:	Amount Paid:	COB Fund charged to:
Grant application	application to MN Deed program	Widseth	12/20/2020	\$10,600.00	Paid by BDC - donation
Asbestos Abatement	inspection of structures - admin	Pinewood Environmental Services Inc.	11/9/2021	\$1,440.00	250-46600-310
Land Acquisition	State Lien Release - 32 Main Street	MN Department of Revenue	10/7/2021	\$45.00	101-41400-310
	Purchase forfeited prop -32 Main Street -	Beltrami County Auditor Treasurer	7/16/2021	\$1,823.65	250-46600-304
Bonding Doc Services	Go Obligation tax abatement bond	Taft Stettinius & Hollister LLP	11/9/2021	\$7,500.00	250-46600-310
	Go Obligation tax abatement bond	Ehlers	11/9/2021	\$1,250.00	250-46600-310
Re-Construction	Completion of construction & Demo Docs	Widseth	1/3/2021	\$6,204.50	250-46600-310
		Widseth	2/2/2022	\$2,965.50	250-46600-310
Re-Construction	Reconstruction Costs -	JD Construction	11/7/2022	\$23,190.00	250-46600-300
Land Acquisition	2021 Property Taxes (paid in 2022)	Beltrami County Auditor Treasurer	5/1/2022	\$2,811.90	401-46300-501 & 384
Demolition	Hand seeding & Crushed Granite (finish Site)	Dobmeier Excavating	8/30/2022	\$2,150.00	250-46600-300
Total City Committed Funding:				\$49,380.55	

JD CONSTRUCTION
23809 SUMMIT HALL RD NE
BLACKDUCK, MN 56630

Estimate

Date 3/8/2022
Estimate # 36

Name / Address

City of Blackduck
8 Summit Ave NE
P O Box380
Blackduck,Mn 56630

P.O. #

Terms

Due Date 3/8/2022
Other

Description	Qty	Rate	Total
Blackduck Commercial Demolition Project. Proposal to complete repairs, as per plans and specifications, to Movie Theatre building, City Hall building , Anderson Fabric Retail building, and new concrete sidewalk. General building demolition by others. No hazardous material testing/abatement is included. Work to commence only after owners request to proceed. No Electrical or Plumbing work included. (power line,water shut-offs , propane tanks,etc) No exterior finish on City Hall wall and Anderson Fabrics wall. DEMOLITION NOTES on plan, Items 1, 2, and 8 completed by JD Construction. Items 3 through 11 (except 8) to be completed by others. Proposal includes; Finish south wall of Theatre building; including minor demo,framing,sheathing,and vertical steel siding. Labor and materials. New main street sidewalk to match existing, labor and materials.	1	61,254.00	61,254.00
		Subtotal	
		Sales Tax (0.0%)	
		Total	

JD Construction
jimlizk1@gmail.com

218-766-0614



CITY OF BLACKDUCK ORDINANCE #2022-01

AN ORDINANCE AMENDING CHAPTER 15, LAND USE AND SUBDIVISION ORDINANCE, TO ALLOW FOR ADMINISTRATIVE BOUNDARY LINE ADJUSTMENTS, LOT COMBINATIONS AND PARCEL SPLITS

Findings and Purpose:

The existing City Code does not contain a procedure for administratively adjusting a lot line between abutting parcels or a procedure for combining two or three abutting parcels into one parcel, or splitting one parcel into two. The Council finds that adding such procedures, instead of using burdensome platting procedures, is in the best interest of the City.

The City Council of Blackduck, Minnesota, ordains:

Section 1.

Chapter 15, section 11.1(2), of the City Code is amended by adding the following:

- N. To review and act upon applications for the adjustment of a boundary line between two abutting properties, the combination of two or three abutting parcels, and the split of a single parcel into two parcels, as provided in this Chapter.

Section 2.

Chapter 15 of the City Code is amended by inserting the following after section 11.7:

11.8 Boundary Line Adjustment.

1. A boundary line adjustment is the exchange of abutting land between owners through the relocation of the boundary line between two abutting, existing parcels of property, which does not result in the creation of a new parcel or the complete removal of an existing parcel.
2. No boundary line adjustment may result in a lot that is substandard for the applicable zoning district in which it lies or may expand the substandard character of an existing substandard lot.
3. No boundary line adjustment shall create a need for a new road.
4. To initiate a boundary line adjustment, two abutting property owners shall jointly submit a signed application to the Zoning Administrator on a form provided by the Zoning Administrator and submit the required fee. Included with the application shall be a certificate of survey prepared by a licensed surveyor identifying the following:
 - a. Scale at not larger than one inch equals 100 feet.
 - b. Name, address and phone number of property owners.
 - c. North point indication.
 - d. Boundaries, dimensions and area of existing lots and the lots after the proposed line adjustment.
 - e. Legal descriptions of the existing and new lots.

- f. Easements of record.
 - g. Water courses.
 - h. All encroachments, easements and rights-of-way.
 - i. Existing buildings within the two parcels and those within 25 feet of the boundaries.
 - j. Locations and names of all public streets, rights-of-way, and railroad rights-of-way within 100 feet of the outside boundaries of the parcels.
 - k. Location of any abandoned wells.
 - l. Additional data as required by the Zoning Administrator.
5. The Zoning Administrator is authorized to request additional information or waive the submission of required information in the Zoning Administrator's discretion.
 6. The Zoning Administrator shall reach a decision on the application within 60 days of receipt of a complete application unless the applicants agree to an extension.
 7. If approved, the applicants shall record the deed effectuating the boundary adjustment in the County Recorder's Office within 90 days of the date of approval, along with the accompanying survey. Failure to record the deed within said timeline shall render the Zoning Administrator's decision void.

11.9 Parcel Combination.

1. For purposes of this section, a parcel combination is the consolidation of two or three parcels resulting in a single parcel conforming to zoning standards, or a single parcel that is more conforming than the conditions existing prior to the combination.
2. All parcels to be combined must be in common ownership.
3. To initiate a parcel combination, the property owner shall submit a signed application to the Zoning Administrator on a form provided by the Zoning Administrator and submit the required fee. Included with the application shall be a certificate of survey prepared by a licensed surveyor identifying the information set forth in Section 11.8(4) above.
4. The Zoning Administrator is authorized to request additional information or waive the submission of required information in the Zoning Administrator's discretion.
5. The Zoning Administrator shall reach a decision on the application within 60 days of receipt of a complete application unless the applicants agree to an extension.
6. If approved, the applicant shall record the Zoning Administrator's approval effectuating the parcel combination in the County Recorder's Office within 90 days of the date of approval, along with the accompanying survey. Failure to record said documents within the timeline shall render the Zoning Administrator's decision void.

11.10 Parcel Split.

1. For purposes of this section, a parcel split is the division of a single parcel into two parcels, each of which conforms to existing zoning standards, including access to an improved public street. Splitting a non-conforming parcel under this procedure is prohibited.
2. To initiate a property split, the property owner shall submit a signed application to the Zoning Administrator on a form provided by the Zoning Administrator and submit the required fee. Included with the application shall be a certificate of survey prepared by a licensed surveyor identifying the information set forth in Section 11.8(4) above.

3. The Zoning Administrator is authorized to request additional information or waive the submission of required information in the Zoning Administrator's discretion.
4. The Zoning Administrator shall reach a decision on the application within 60 days of receipt of a complete application unless the applicants agree to an extension.
5. If approved, the applicant shall record the Zoning Administrator's approval effectuating the property split in the County Recorder's Office within 90 days of the date of approval, along with the accompanying survey. Failure to record said documents within the timeline shall render the Zoning Administrator's decision void.

Section 3.

Existing sections 11.8, 11.9, and 11.10 of Chapter 15 shall be renumbered 11.11, 11.12 and 11.13, respectively.

Section 4.

This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of Blackduck, Minnesota this ____ day of _____, 2022.

Maxwell Gullette, Mayor

Attested:

Christina Regas, City Administrator



TNT Construction Group

40 County Road 63, Grand Rapids, Minnesota 55744 Phone: 218-326-1881 Fax: 218-326-9296

Proposal/Change order

- Today's Date: 10-31-22
- Proposal submitted to: Widseth
- Project name: Blackduck Police and Maintenance building
- Project Location: Blackduck MN
- Description of work: Listed below
- Date of drawings: N/A
- Addendums

Proposal Includes, Costs to change door hardware

Northern Door to supply and prep 5268.00

TNT 10% O&P 526.00

CITY OF BLCKDUCK WILL DELIVER 3 DOORS TO NORTHERN DOOR AND PICK UP WHEN DONE. PER PHONE CONVERSATION WITH MIKE.

We hereby propose to furnish equipment, material, and labor for the sum of:
Five Thousand Seven Hundred Ninety Four Dollars 00/100 (Bid Total: \$ 5,794.00)

Signed and prepared by: 

Project Manager/Estimator, Clay Witkofsky

clay@tnt-cg.com

218-398-2141 Mobile. 218-326-1881 Office. 218-326-9296 Fax.

Hammerlund Inc. UNION CONTRACTOR

40 County Road 63, Grand Rapids, MN 55744

Web site: TNT-cg.com

Note: Proposal may be withdrawn if not accepted within _____ days.

Bigfork Valley Hospital

Acceptance of proposal: Signed _____ Date: _____

Name

Title

NORTHERN DOOR & HARDWARE, INC.

2202 WEST FIRST STREET P.O. BOX 16026 DULUTH, MN 55816-0026

PHONE: (218) 722-9531 FAX: (218) 722-9098

rick@northerndoor.net

DATE: October 28, 2022

SHEET: 1 of 2

TO: TNT CONSTRUCTION GROUP LLC

ATTN: CLAY

JOB NAME: COMBINED MAINTENANCE & POLICE FACILITY

LOCATION: BLACKDUCK, MN

WE WISH TO QUOTE YOU THE FOLLOWING MATERIALS:

RFP NO.: 03

DOOR 100A – CHANGE EXIT DEVICE TRIM TO CO100-993R-70-KP 626 KEYPAD
PUSHBUTTON LOCK WITH KEY OVERRIDE.

QUOTE \$ 997.00

DOOR 100B – CHANGE EXIT DEVICE TRIM TO CO100-993R-70-KP 626 KEYPAD
PUSHBUTTON LOCK WITH KEY OVERRIDE.

QUOTE \$ 997.00

DOOR 106A – CHANGE SCHEDULED PASSAGE SET TO ND53PD RHO 626
ENTRANCE LOCKSET. USE LOCKSET FROM OPENING 108A.

QUOTE \$ NO CHANGE

DOOR 106B – CHANGE EXIT DEVICE TRIM TO CO100-993R-70-KP 626 KEYPAD
PUSHBUTTON LOCK WITH KEY OVERRIDE.

QUOTE \$ 997.00

DOOR 108A – CHANGE SCHEDULED ENTRANCE LOCKSET TO ND82PD RHO 626
INSTITUTIONAL LOCKSET.

QUOTE \$ 678.00

DOOR 109B – CHANGE SCHEDULED ENTRANCE LOCKSET TO ND82PD RHO 626
INSTITUTIONAL LOCKSET.

QUOTE \$ 678.00

DOOR 203 – CHANGE SCHEDULED PASSAGE SET TO ND53PD RHO 626
ENTRANCE LOCKSET. USE LOCKSET FROM OPENING 109B.

QUOTE \$ NO CHANGE

SHEET: 2 of 2

SUBTOTAL QUOTE \$ 4,347.00
7.375% TAX \$ 320.59

TOTAL QUOTE \$ 4,667.59

IF NORTHERN DOOR IS TO PREP THE 3 HOLLOW METAL DOORS FOR THE
CO100-993R TRIM.

ADD \$ 600.00

TOTAL ADD \$ 600.00

TNT CONSTRUCTION GROUP WOULD NEED TO GET THE DOORS TO NORTHERN
DOOR AND THEN PICK UP WHEN DOOR MODIFICATIONS ARE COMPLETE.

TAX INCLUDED - MATERIALS ONLY

NORTHERN DOOR & HARDWARE, INC.



BY: RICK DAY

TNT

CONSTRUCTION GROUP LLC



Grand Rapids, MN (218) 326 • 4184

TNT Construction Group

40 County Road 63, Grand Rapids, Minnesota 55744 Phone: 218-326-1881 Fax: 218-326-9296

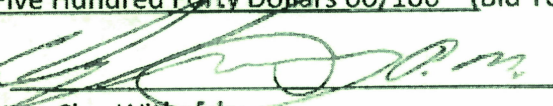
Proposal/Change order

- Today's Date: 10-31-22
- Proposal submitted to: Widseth
- Project name: Blackduck Police and Maintenance building
- Project Location: Blackduck MN
- Description of work: Listed below
- Date of drawings: N/A
- Addendums

Proposal Includes Costs to add fire alarm system

Todavich Electric	26,855.00
TNT 10% O&P	2,685.00

We hereby propose to furnish equipment, material, and labor for the sum of:
Twenty Nine Thousand Five Hundred Forty Dollars 00/100 (Bid Total: \$ 29,540.00)

Signed and prepared by: 

Project Manager/Estimator, Clay Witkofsky

clay@tnt-cg.com

218-398-2141 Mobile. 218-326-1881 Office. 218-326-9296 Fax.

Hammerlund Inc. UNION CONTRACTOR

40 County Road 63, Grand Rapids, MN 55744

Web site: TNT-cg.com

Note: Proposal may be withdrawn if not accepted within _____ days.

Bigfork Valley Hospital

Acceptance of proposal: Signed _____ Date: _____

Name

Title

PROPOSAL

TODAVICH ELECTRIC INC.

10330 IRVINE AVE. NW. BEMIDJI, MN 56601 218-751-1699, 218-444-4048

www.todavichelectric.com

Proposal submitted to: T N T Construction Group LLC	Phone:	Date: 10/31/2022
Street Address:	Job Name: Blackduck Maint Fire Alarm	
City, State, Zip Code:	Job Location: Blackduck, MN	

We hereby submit specifications and estimates for:

Provide and install plenum rated cabling, Fire alarm system components and accesories to complete the scope of work for the revised fire alarm print dated 10/26/2022

Materials	\$14,505.00
Labor	\$12,350.00
Total cost change	\$26,855.00

Thankyou for allowing us to bid.

We propose hereby to furnish material and labor—Complete in accordance with above specifications, for the sum of:

Dollars: (_____)

Payment to be made as follows:

Payment on all invoices is due within 10 days of invoice date.

All overdue invoices bear interest at 1 1/2 % (one and a half percent) per month on any unpaid balance.

Credit applicant agrees to pay all costs of collection, including collection

agency fees, court costs and attorney and legal fees incurred pursuing a deliquent balance.

Credit terms and limit may be cancelled or changed by Creditor at any time without notice.

All transactions are governed by the laws of the Creditor's state.

All transactions are governed by the terms of the Creditor's documents.

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

30 days.

(Authorized Signature)

(Acceptance of proposal)

(Date of Acceptance)

REQUEST FOR PROPOSAL

Date: October 26, 2022, **WSN PROJECT NO.** 2020-11912

RFP NO.: 02

PROJECT: Combined Maintenance and Police Facility
(Name & Address) 197 Industrial Lane NW
Blackduck, Minnesota 56630

OWNER: City of Blackduck
(Name & Address) 8 Summit Ave NE
Blackduck, MN 56630

TO:	TNT Construction Group LLC	CC:
(Name & Address)	40 County Road 36	(Name & Address)
	Grand Rapids, MN 55744	

Please provide a cost breakdown in accordance with the Contract Documents and a Summary for the change described herein and, on the attachments, listed. This is not an authorization to proceed with the work described herein unless and until approved by the owner. On approval, this change will be included in a Change Order, which will provide the formal contract change.

The designed fire alarm sprinkler system was removed in a value engineering post bid addendum.

The following plan and specification changes are proposed to accommodate the fire alarm system changes.

Sheet E2.10

1. Remove flow and tamper switches from Equipment/Boiler Room 111.
2. Add smoke detectors in all rooms on ground floor.
3. Add heat detector in Equipment/Boiler Room 111 and Wash Bay Equipment 108.

Sheet E2.20

1. Add smoke detectors in Police Garage 107 and Maintenance Facility 110, and at Mezzanines in Evidence Storage 200, Mechanical Room 201, Secure Evidence Room 202, Mezzanine A 203, Mechanical Room 204 and Mezzanine B 205.
2. Add waterproof smoke detectors in Wash Bay 109.
3. Add heat detector in Mechanical Room 201, Secure Evidence Room 202 and Mechanical Room 204.

Specification Section 28 3100 – Fire Detection and Alarm

1. Replace section 2.01(A)(2) with “Protected Premises: Entire building shown on drawings.”
2. Revise section 2.02. See attached specification section 28 3100.

This is the completion of PR#2.

Attachments: Drawings sheets E2.10, E2.20, Specification Section 28 3100

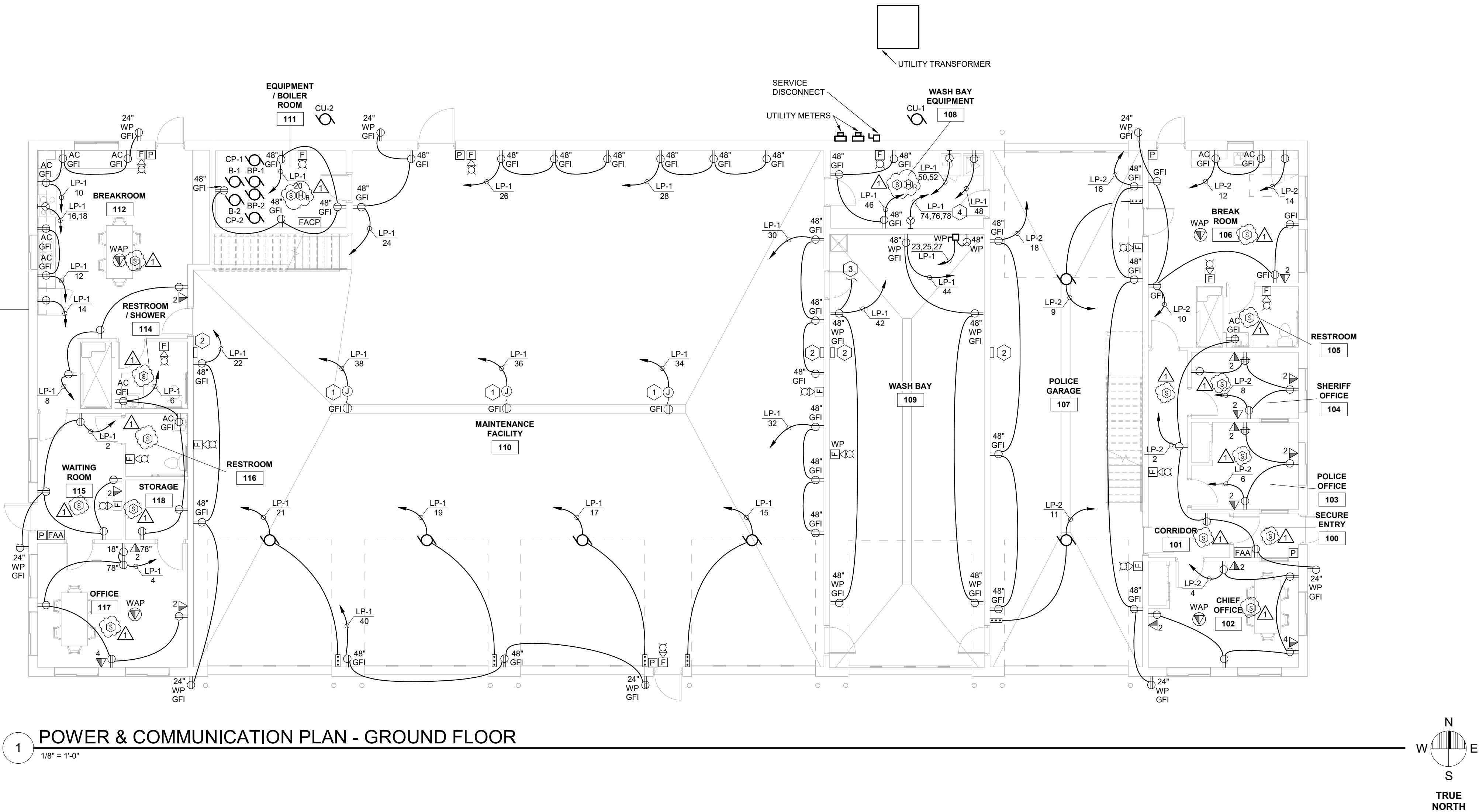
Issued By: Brent Dammann October 26, 2022
Date

GENERAL NOTES:

- A. COORDINATE THE LOCATIONS OF ALL LIGHT FIXTURES AND ELECTRICAL DEVICES WITH THE ARCHITECTURAL PLANS AND ELEVATIONS.
- B. WIRE COUNTS ARE NOT SHOWN. IT IS THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR TO COORDINATE THE NUMBER OF CONDUCTORS REQUIRED. MINIMUM HOMERUN SHALL BE: 1/2" C, 2#12, 1#12G. PROVIDE A SEPARATE NEUTRAL FOR EACH CIRCUIT; NO SHARED NEUTRALS.
- C. ALL LIGHT FIXTURES AND/OR ELECTRICAL DEVICES MOUNTED IN A LAY-IN CEILING SHALL BE CENTERED IN THE TILE.
- D. DEVICE HEIGHTS INDICATED ON DRAWINGS ARE TO THE CENTER OF THE DEVICE FROM FINISHED FLOOR.
- E. THE CAPITAL LETTER ADJACENT TO LIGHT FIXTURE SYMBOLS INDICATE THE LIGHT FIXTURE TYPE. SEE LIGHT FIXTURE SCHEDULE FOR ADDITIONAL INFORMATION.
- F. CONNECT ALL EXIT/EGRESS LIGHTS TO THE UNSWITCHED PORTION OF LIGHTING CIRCUIT.
- G. REFER TO MECHANICAL/ELECTRICAL SCHEDULES FOR MOTOR INFORMATION AND ADDITIONAL ELECTRICAL REQUIREMENTS.
- H. ALL ELECTRICAL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE NATIONAL ELECTRIC CODE (NEC).

ELECTRICAL REFERENCE NOTES:

1. PROVIDE AND INSTALL CEILING MOUNTED CORD REEL. HUBBELL #G-385 HEAVY DUTY CORD REEL WITH #PB14 SWIVEL BASE, #CP-3 CABLE STOP AND #DR-SFCI DUPLEX RECEPTACLE OR APPROVED EQUAL. VERIFY EXACT LOCATION WITH OWNER AND COORDINATE WITH OTHER TRADES PRIOR TO ROUGH-IN.
2. CO/NO2 SENSORS/CONTROLS. PROVIDE POWER AS NECESSARY. COORDINATE REQUIREMENTS WITH DIV. 23 AND MECHANICAL CONTRACTOR PRIOR TO ROUGH-IN.
3. CIRCUIT LP-1/45 CONTINUES UP TO 'MEZZANINE B 205' ON SHEET E2.20.
4. VERIFY LOCATION AND ELECTRICAL REQUIREMENTS WITH OWNER FOR OWNER PROVIDED AIR COMPRESSOR PRIOR TO ROUGH-IN.



1 POWER & COMMUNICATION PLAN - GROUND FLOOR
1/8" = 1'-0"

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

James W. Szustek
12/15/2021
LIC# 25395

DATE	REV#	REVISIONS DESCRIPTION	BY
10/26/2022	1	REQUEST FOR PROPOSAL RFP#2	PWR

DATE:	DECEMBER 2021
SCALE:	AS NOTED
DRAWN BY:	PWR
CHECKED BY:	JWS
JOB NUMBER:	2020-11912

COMBINED MAINTENANCE AND POLICE FACILITY
CITY OF BLACKDUCK
BLACKDUCK, MINNESOTA
POWER & COMMUNICATIONS PLAN - GROUND FLOOR

SHEET NO.

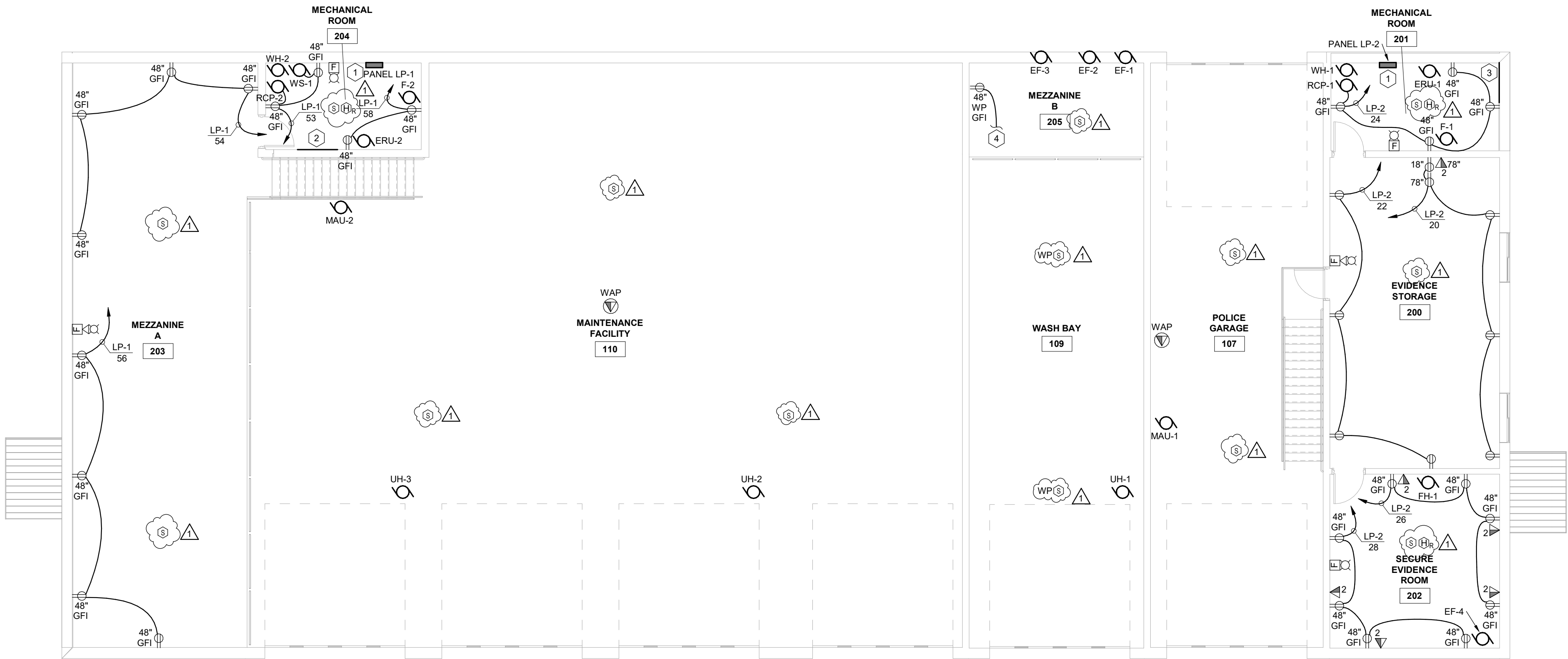
E2.10

GENERAL NOTES:

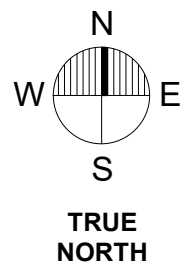
- A. COORDINATE THE LOCATIONS OF ALL LIGHT FIXTURES AND ELECTRICAL DEVICES WITH THE ARCHITECTURAL PLANS AND ELEVATIONS.
- B. WIRE COUNTS ARE NOT SHOWN. IT IS THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR TO COORDINATE THE NUMBER OF CONDUCTORS REQUIRED. MINIMUM HOMERUN SHALL BE: 1/2", 2#12, 1#12G. PROVIDE A SEPARATE NEUTRAL FOR EACH CIRCUIT; NO SHARED NEUTRALS.
- C. ALL LIGHT FIXTURES AND/OR ELECTRICAL DEVICES MOUNTED IN A LAY-IN CEILING SHALL BE CENTERED IN THE TILE.
- D. DEVICE HEIGHTS INDICATED ON DRAWINGS ARE TO THE CENTER OF THE DEVICE FROM FINISHED FLOOR.
- E. THE CAPITAL LETTER ADJACENT TO LIGHT FIXTURE SYMBOLS INDICATE THE LIGHT FIXTURE TYPE. SEE LIGHT FIXTURE SCHEDULE FOR ADDITIONAL INFORMATION.
- F. CONNECT ALL EXIT/EGRESS LIGHTS TO THE UNSWITCHED PORTION OF LIGHTING CIRCUIT.
- G. REFER TO MECHANICAL/ELECTRICAL SCHEDULES FOR MOTOR INFORMATION AND ADDITIONAL ELECTRICAL REQUIREMENTS.
- H. ALL ELECTRICAL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE NATIONAL ELECTRIC CODE (NEC).

ELECTRICAL REFERENCE NOTES:

1. COORDINATE ELECTRICAL PANEL LOCATION ALONG OUTSIDE WALL WITH MECHANICAL CONTRACTOR/ EQUIPMENT LAYOUT IN ROOM PRIOR TO ROUGH-IN. ROUTE SERVICE ENTRANCE CONDUIT ALONG OUTSIDE OF WALL PER N.E.C. MAINTAIN PROPER CLEARANCES AND ACCESS TO BOTH EQUIPMENT AND ELECTRICAL PANEL.
2. PROVIDE AND INSTALL 3/4" PLYWOOD BACKBOARD, PAINTED GREY, FOR MAINTENANCE TELECOM SERVICE ENTRANCE. COORDINATE LOCATION WITH MECHANICAL CONTRACTOR/EQUIPMENT LAYOUT IN ROOM TO MAINTAIN ACCESS TO BOTH EQUIPMENT AND BACKBOARD.
3. PROVIDE AND INSTALL 3/4" PLYWOOD BACKBOARD, PAINTED GREY, FOR POLICE TELECOM SERVICE ENTRANCE. COORDINATE LOCATION WITH MECHANICAL CONTRACTOR/EQUIPMENT LAYOUT IN ROOM TO MAINTAIN ACCESS TO BOTH EQUIPMENT AND BACKBOARD.
4. CIRCUIT LP-1/45 CONTINUES DOWN TO WASH BAY 109 ON SHEET E2.10.



1 POWER & COMMUNICATIONS PLAN - MEZZANINE LEVEL
1/8" = 1'-0"



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

James W. Szustek
JAMES W. SZUSTEK
12/15/2021 LIC# 25395

DATE	REV#	REVISIONS DESCRIPTION	BY
10/26/2022	1	REQUEST FOR PROPOSAL RFP#2	PWR

DATE:	DECEMBER 2021
SCALE:	AS NOTED
DRAWN BY:	PWR
CHECKED BY:	JWS
JOB NUMBER:	2020-11912

COMBINED MAINTENANCE AND POLICE FACILITY
CITY OF BLACKDUCK
BLACKDUCK, MINNESOTA
POWER & COMMUNICATIONS PLAN - MEZZANINE LEVEL

SHEET NO.

E2.20

SOURCES OF PROJECT FUNDS AND RECORD OF DEPOSITS TO CONSTRUCTION ACCOUNT

Record of deposits:

Total Deposits Including
Earned Interest:>>>>>>>



CITY OF BLACKDUCK

RESOLUTION NO: 2022-22

RESOLUTION ACKNOWLEDGING SUPPORT FOR PHILLIP PATCH TO CONVEY STATE RAIL BANK PROPERTY FROM THE MINNESOTA DEPARTMENT OF TRANSPORTATION FOR PRIVATE OWNERSHIP

WHEREAS, the City of Blackduck recognizes Phillip Patch as a resident of the community,

AND WHEREAS, the City of Blackduck acknowledges Phillip Patch owns residential property adjacent to the MnDot rail bank and is prohibited to construct or erect any permanent structure within the 100-foot rail bank corridor,

EXHIBIT A EXHIBIT B

AND WHEREAS, the City of Blackduck acknowledges the need for Phillip Patch to request the commissioner of MnDot convey a portion of the rail bank to the City of Blackduck as approved by MN State Statute §222.63 subd.4b. to purchase at fair market value,

AND WHEREAS, if the City Council of the City of Blackduck comply with all applicable laws, environmental requirements and regulations as stated by statute to convey said property,

AND WHEREAS, the City Council of the City of Blackduck intends to enter into an agreement drafted by the City Attorney with the Phillip Patch for said conveyed property, and any administrative or legal fees,

BE IT RESOLVED that the City of Blackduck is in support of the partnership with MnDot and Phillip Patch

Adopted this 10th day of October, 2022 by the City Council of the City of Blackduck

ATTEST:

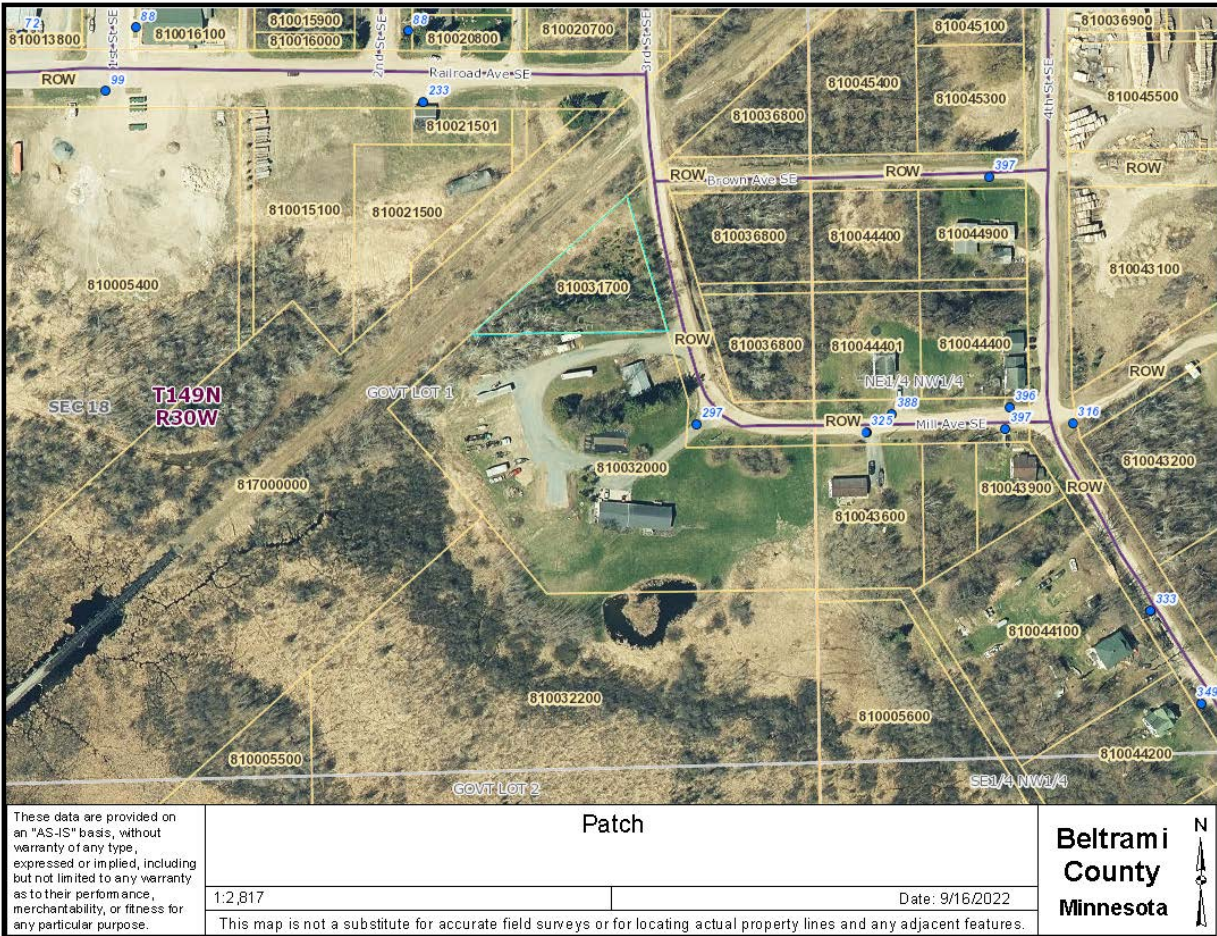
Maxwell Gullette, Mayor

Christina Regas, City Administrator



CITY OF BLACKDUCK RESOLUTION NO: 2022-22

EXHIBIT A





CITY OF BLACKDUCK RESOLUTION NO: 2022-22

EXHIBIT B





CITY OF BLACKDUCK

PUBLIC FUNDS REQUEST FORM

PO BOX 380 BLACKDUCK, MN 56630

Organization or Group Requesting Public Funding:

Blackduck Area History and Art Center

What type of project will the Public Funds used for:

Liability and property insurance premium

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 History and Art center is the caretaker of an extensive collection of historical information, pictures, artifacts covering the last 120 years of Blackduck and surrounding communities, our artists promote the arts in Blackduck with a variety of art for sale. We also have periodic art shows featuring local artists. We publish

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

\$829.08 is the liability/property insurance premium

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

Beltrami County Development Fund - \$1880.00

Date Funds are being requested: December 2022

Date the project starts and completes: 10/24/22 - 10/24/23

See opposite side of form for Conditions for Requesting Public Funds

a quarterly newsletter with a variety of information about our early days and people. The newsletter is mailed to hundreds of members and Blackduck High School graduates. The newsletter is a cornerstone for us and serves to call attention to the Blackduck area. We have many guests who stop by the center when in the area to view our collections, research ancestors and shop.

00011211

SECURITY INSURANCE USA
PO BOX 217
BLACKDUCK MN 56630-0217
INVOICE



Auto-Owners **INSURANCE**

LIFE • HOME • CAR • BUSINESS

Phone 1-800-288-8740 Fax 517-391-5101
www.auto-owners.com

Please contact your agent with questions at:
(218) 835-4884

Billing Account Information	
Statement Date	10-04-2022
Account Number	009055976
Payment Plan	Full Pay
Due Date	10-24-2022

BLACKDUCK AREA HISTORY & ART CENTER
PO BOX 223
BLACKDUCK MN 56630-0223

Summary of Billing Account Activity					
Previous Balance	Payments	Policy Activity	Fees	Total	Minimum Due
\$821.08	\$821.08	\$829.08	\$0.00	\$829.08	\$829.08

fold and detach here

5028422

06-0847-00

Auto-Owners
INSURANCE

BLACKDUCK AREA HISTORY & ART CENTER
PO BOX 223
BLACKDUCK MN 56630-0223

Billing Account Information	
Account Number	009055976
Due Date	10-24-2022
Total	\$829.08
Minimum Due	\$829.08

For updates to your billing address, mark Address Change below
and fill out the back of this stub.

____ Address Change

Please make checks payable to:

AUTO-OWNERS INSURANCE
PO BOX 740312
CINCINNATI, OH 45274-0312



2000000905597600000000000000000008290800000829083

CITY OF BLACKDUCK

10/25/22 1:44 PM

Page 1

Vendor Check Recon

Current Period: October 2022

Check Nbr	Check Date	Check Amt	Act Year Per	Cash Act Source	Ck Status	Cancel Date
Vendor Name BLACKDUCK HISTORY & ART CENTER						
8268	10/8/2019	\$811.09	2019 10	10150 OCTDONAT	Reconciled	11/1/2019
9287	10/6/2020	\$813.08	2020 10	10150 Octdonation2020	Reconciled	12/1/2020
10280	10/12/2021	\$821.08	2021 10	10150 BdkHistorDonat1	Reconciled	11/1/2021
59853	3/9/2012	\$100.00	2012 03	10150 Post Checks	Reconciled	5/3/2012
62701	8/5/2014	\$920.36	2014 08	10150 Post Checks	Reconciled	9/2/2014
63945	9/9/2015	\$903.25	2015 09	10150 Post Checks	Reconciled	10/1/2015
Vendor Name BLACKDUCK		\$4,368.86				
		\$4,368.86				



CITY OF BLACKDUCK RESOLUTION NO: 2022-01

A RESOLUTION OF ANNUAL APPOINTMENTS AND DESIGNATIONS FOR 2022

WHEREAS, annually, at their first meeting in January, the Blackduck City Council handles annual designations and appointments; and

WHEREAS, included is the designation of the Official Newspaper, Official Depositories and Official Posting, and

WHEREAS, included is the designation of a Vice Mayor; and

WHEREAS, included are the appointments of City Councilors and staff to various boards and commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Blackduck City Council does hereby make the annual designations (*Exhibit A attached hereto*) and appointments (*Exhibit B attached hereto*), effective immediately upon adoption.

Revised by the Blackduck City Council this 7th, day of November, 2022.

APPROVED:

Maxwell Gullette, Mayor

Christina Regas, City Administrator



CITY OF BLACKDUCK RESOLUTION NO: 2022-01

EXHIBIT A

DESIGNATIONS

OFFICIAL NEWSPAPER:	Blackduck American
OFFICIAL POSTING LOCATION:	Blackduck City Hall 8 Summit Avenue NE, Blackduck
OFFICIAL DEPOSITORY:	Deerwood Bank
CITY ATTORNEY:	Joseph J. Langel of RRM Ratwik, Roszak & Maloney, P.A.



CITY OF BLACKDUCK RESOLUTION NO: 2022-01

EXHIBIT B

APPOINTMENTS AND REPRESENTATION ON VARIOUS COMMITTEES

Vice Mayor: Nicholas Seitz

City Assessor: County Assessor, Joe Skerik

City Engineer: Curt Meyer, Widseth

Park & Trail Board (4): Public Works Director, Mike Schwanke
City Administrator, Christina Regas

Council Member Ron Fredrickson

Other Meghan Klein

Other Sandra Miller

Personnel Committee (3): City Administrator, Christina Regas

Council member Donald Johnson

Other Shawnda Lahr

Other Open until CLEO vacancy is filled

Other Mike Schwanke

Public Works Committee (4): Public Works Director, Mike Schwanke
City Administrator, Christina Regas

Council Member Nicholas Seitz

Other Donald Johnson

Liquor Committee (4): Director of Liquor Operations, Shawnda Lahr
City Administrator, Christina Regas

Council Member Donald Johnson

Other Ron Fredrickson

Finance Committee (3): City Administrator, Christina Regas

Council Member Nicholas Seitz

Other Mike Schwanke

Public Safety Committee (up to 5): OPEN until CLEO vacancy is filled
Fire Chief Brian Larson

City Administrator, Christina Regas

Public Works Director, Mike Schwanke

Council Member Maxwell Gullette



CITY OF BLACKDUCK

RESOLUTION NO: 2022-01

Golf Board (up to 6): City Administrator, Christina Regas

Golf Director Misty Frenzel

Golf Member Kevin Erpelding

Council Member Maxwell Gullette

Council Member Donald Johnson

Safety Committee (4): Public Works Director, Mike Schwanke
Director of Liquor Operations, Shawnda Lahr
Deputy Clerk, Paige Moore

Other/ Council Member

Planning Commissioners (5):

Appointed Position Kurt Cease

Appointed Position John Wilson Winnett

Appointed Position **Christie Christian**

Appointed Position Ernie Tindell

Appointed Position Ron Rockis

Zoning Administrator: City Administrator, Christina Regas

Library Board: Mary Salmonson

Miriam Osborn

Katie Click

Lorraine Warden

Paula Erickson

Nance Kunkel

Amy Granlund

Blackduck Librarian Kelly West

Council Member Liason Laurie Hamilton

Kitchigami Regional Library Representative: Laurie Hamilton

HRA (up to 5): Mayor Maxwell Gullette

Councilor Laurie Hamilton

Councilor Ron Fredrickson

Councilor Nicholas Seitz

Councilor Donald Johnson

City Administrator, Christina Regas



CITY OF BLACKDUCK

RESOLUTION NO: 2022-01

Revolving Loan Fund Committee (up to 5): City Administrator, Christina Regas
Dwight Kalvig (Kalvig & Associates)
Grant Frenzel (Deerwood Bank)
Council Member Maxwell Gullette
Headwaters Regional Development Center Rep Sarah Linda

Historical Preservation Committee (up to 8): Gene Kjelberg
Glennis Moon
Avonel Kjelberg
Shirley Gilmore
Mary Joy
Marilyn Page
Lavone Peterson
Carol Hannigan
Marie Juelson

Ambulance Board Representative (BAII): City Administrator, Christina Regas

Ambulance Joint Powers Emergency Services: Mayor Maxwell Gullette

Blackduck City Ordinance Chapter 3 Administration Section 300.07 Committees.

Subdivision 1. Standing Committees

Committees designated - there shall be the following standing committees.

1. *Liquor Committee*
2. *Park and Trail Board*
3. *Golf Board*
4. *Revolving Loan Committee*
5. *Library Board*
6. *Personnel*
7. *Public Works*
8. *Finance*
9. *Public Safety*

Subdivision 2. Membership

Each committee shall be appointed by the mayor with the approval of the majority of the council. Each committee member shall serve as appointed unless excused by a majority of the members of the council.

Subdivision 3. Referral Reports.

Any matter brought before the council for consideration may be referred by the presiding officer to the appropriate committee or to the special committee appointed by him or her for a written report and committee report shall be signed by a majority of the members and shall be filed with the administrator prior to the council meeting at which it is to be submitted. Minority reports may be submitted. Each committee shall act promptly and faithfully on the matter referred to it.

October 12, 2022

The City of Blackduck
City Council
8 Summit Ave NE
Blackduck, Minnesota 56630

CITY OF BLACKDUCK
OCT 12 2022

Christina Christian
81 Oscar Ave NW
Unit 6
Blackduck, Minnesota 56630

To whom it may concern,

I arrived in Blackduck, Minnesota on August 31, 2018. I had recently left my ex-husband in Virginia and was headed to Austin, Texas. A friend of mine that I had been in the Navy with lived in Blackduck and she suggested I come visit her first.

I had nothing better to do, so I hopped on a Greyhound Bus and headed to Minnesota, a state I swore I would never visit because it was too cold.

I arrived in Blackduck and I fell in love with this place. I had never experienced the outpouring of support and love that I received from total strangers. Minnesota nice.

I decided I would stay but only for 3 years. Then I was moving on to bigger, better, and warmer things. Almost to the day, 3 years later, I left Blackduck.

I traveled for the past year. No place I stopped at ever felt like home. I missed Blackduck. I decided that I was returning to Blackduck. I was returning home. I had no plans for what I was going to do when I got here, where I was going to live, where I was going to work. I just knew that I was leaving the next day and coming home.

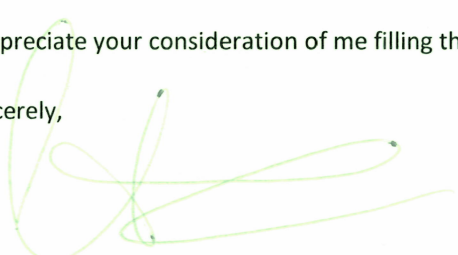
And that is exactly what I did. I came home. I love Blackduck. I will never leave. This is my home.

I am interested in joining the Planning Commission because I want to be involved. I want to make a difference. I want to return the love that I have received from Blackduck.

While I have no experience with local government, with the exception of working elections several times in Virginia, I have a love for Blackduck that grows every single day. I know that a person that loves this town so very much would be a perfect fit to join the Planning Commission.

I appreciate your consideration of me filling the vacant position.

Sincerely,



Christina Christian



CITY OF BLACKDUCK

RESOLUTION NO: 2022-24

RESOLUTION ADOPTING A SPENDING PLAN FOR TAX INCREMENT FINANCING DISTRICTS NO. 1-4 AND 1-6.

BE IT RESOLVED, by the City Council (the "Council") of the City of Blackduck, Minnesota (the "City") as follows:

WHEREAS, the City established Tax Increment Financing Districts No. 1-4 and 1-6 pursuant to, and in accordance with, Minnesota Statutes, Sections 469.174 to 469.1799, inclusive, as amended; and

WHEREAS, the City is proposing the adoption of a Spending Plan for Tax Increment Financing Districts No. 1-4 and 1-6, pursuant to, and in accordance with, Minnesota Statutes, Sections 469.176, Subd. 4n inclusive, as amended in substantially the form submitted to the City (the "Spending Plan") to utilize existing tax increment revenues from the TIF Districts in order to stimulate construction or substantial rehabilitation of private development in a way that will also create or retain jobs;

WHEREAS, financing offered by the City pursuant to the Spending Plan could constitute a business subsidy pursuant to Minnesota Statutes, Sections 116J.993 to 116J.995, as amended (the "Business Subsidy Act") and may be subject to the requirements of the City's Business Subsidy Policy as applicable.

WHEREAS, the City has performed all actions required by law to be performed prior to the adoption of the Spending Plan, including, but not limited to, causing notice of a public hearing to be published and holding a public hearing on the adoption of the Spending Plan.

NOW, THEREFORE BE IT RESOLVED by the Council that the Spending Plan for the TIF Districts is hereby approved and adopted in substantially the form submitted to the City.

Approved by the Council on November 7, 2022.

ATTEST:

Maxwell Gullette, Mayor

Christina Regas, City Administrator



CITY OF BLACKDUCK RESOLUTION NO: 2022-29

Resolution Establishing a Meeting Schedule for 2023

BE IT RESOLVED, that the regular meetings of the Blackduck City Council shall commence at 6:00pm and the meeting schedule for the Blackduck City Council for the year 2023 is as follows:

January	9	2023	Monday
February	6	2023	Monday
March	6	2023	Monday
April	10	2023	Monday
May	8	2023	Monday
June	5	2023	Monday
July	10	2023	Monday
August	7	2023	Monday
September	11	2023	Monday
October	9	2023	Monday
November	6	2023	Monday
December	11	2023	Monday

Adopted by the City Council this 7th day of November 2022.

Maxwell Gullette, Mayor

Christina Regas, City Administrator



CITY OF BLACKDUCK ORDINANCE #2022-01

AN ORDINANCE AMENDING CHAPTER 15, LAND USE AND SUBDIVISION ORDINANCE, TO ALLOW FOR ADMINISTRATIVE BOUNDARY LINE ADJUSTMENTS, LOT COMBINATIONS AND PARCEL SPLITS

Findings and Purpose:

The existing City Code does not contain a procedure for administratively adjusting a lot line between abutting parcels or a procedure for combining two or three abutting parcels into one parcel, or splitting one parcel into two. The Council finds that adding such procedures, instead of using burdensome platting procedures, is in the best interest of the City.

The City Council of Blackduck, Minnesota, ordains:

Section 1.

Chapter 15, section 11.1(2), of the City Code is amended by adding the following:

- N. To review and act upon applications for the adjustment of a boundary line between two abutting properties, the combination of two or three abutting parcels, and the split of a single parcel into two parcels, as provided in this Chapter.

Section 2.

Chapter 15 of the City Code is amended by inserting the following after section 11.7:

11.8 Boundary Line Adjustment.

1. A boundary line adjustment is the exchange of abutting land between owners through the relocation of the boundary line between two abutting, existing parcels of property, which does not result in the creation of a new parcel or the complete removal of an existing parcel.
2. No boundary line adjustment may result in a lot that is substandard for the applicable zoning district in which it lies or may expand the substandard character of an existing substandard lot.
3. No boundary line adjustment shall create a need for a new road.
4. To initiate a boundary line adjustment, two abutting property owners shall jointly submit a signed application to the Zoning Administrator on a form provided by the Zoning Administrator and submit the required fee. Included with the application shall be a certificate of survey prepared by a licensed surveyor identifying the following:
 - a. Scale at not larger than one inch equals 100 feet.
 - b. Name, address and phone number of property owners.
 - c. North point indication.
 - d. Boundaries, dimensions and area of existing lots and the lots after the proposed line adjustment.
 - e. Legal descriptions of the existing and new lots.

- f. Easements of record.
 - g. Water courses.
 - h. All encroachments, easements and rights-of-way.
 - i. Existing buildings within the two parcels and those within 25 feet of the boundaries.
 - j. Locations and names of all public streets, rights-of-way, and railroad rights-of-way within 100 feet of the outside boundaries of the parcels.
 - k. Location of any abandoned wells.
 - l. Additional data as required by the Zoning Administrator.
5. The Zoning Administrator is authorized to request additional information or waive the submission of required information in the Zoning Administrator's discretion.
 6. The Zoning Administrator shall reach a decision on the application within 60 days of receipt of a complete application unless the applicants agree to an extension.
 7. If approved, the applicants shall record the deed effectuating the boundary adjustment in the County Recorder's Office within 90 days of the date of approval, along with the accompanying survey. Failure to record the deed within said timeline shall render the Zoning Administrator's decision void.

11.9 Parcel Combination.

1. For purposes of this section, a parcel combination is the consolidation of two or three parcels resulting in a single parcel conforming to zoning standards, or a single parcel that is more conforming than the conditions existing prior to the combination.
2. All parcels to be combined must be in common ownership.
3. To initiate a parcel combination, the property owner shall submit a signed application to the Zoning Administrator on a form provided by the Zoning Administrator and submit the required fee. Included with the application shall be a certificate of survey prepared by a licensed surveyor identifying the information set forth in Section 11.8(4) above.
4. The Zoning Administrator is authorized to request additional information or waive the submission of required information in the Zoning Administrator's discretion.
5. The Zoning Administrator shall reach a decision on the application within 60 days of receipt of a complete application unless the applicants agree to an extension.
6. If approved, the applicant shall record the Zoning Administrator's approval effectuating the parcel combination in the County Recorder's Office within 90 days of the date of approval, along with the accompanying survey. Failure to record said documents within the timeline shall render the Zoning Administrator's decision void.

11.10 Parcel Split.

1. For purposes of this section, a parcel split is the division of a single parcel into two parcels, each of which conforms to existing zoning standards, including access to an improved public street. Splitting a non-conforming parcel under this procedure is prohibited.
2. To initiate a property split, the property owner shall submit a signed application to the Zoning Administrator on a form provided by the Zoning Administrator and submit the required fee. Included with the application shall be a certificate of survey prepared by a licensed surveyor identifying the information set forth in Section 11.8(4) above.

3. The Zoning Administrator is authorized to request additional information or waive the submission of required information in the Zoning Administrator's discretion.
4. The Zoning Administrator shall reach a decision on the application within 60 days of receipt of a complete application unless the applicants agree to an extension.
5. If approved, the applicant shall record the Zoning Administrator's approval effectuating the property split in the County Recorder's Office within 90 days of the date of approval, along with the accompanying survey. Failure to record said documents within the timeline shall render the Zoning Administrator's decision void.

Section 3.

Existing sections 11.8, 11.9, and 11.10 of Chapter 15 shall be renumbered 11.11, 11.12 and 11.13, respectively.

Section 4.

This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of Blackduck, Minnesota this ____ day of _____, 2022.

Maxwell Gullette, Mayor

Attested:

Christina Regas, City Administrator

**LAW OFFICES OF
Drahos Kieson & Christopher, P.A.**

502 - 24th Street N.W.
Bemidji, Minnesota 56601
Telephone: 218-444-1750

E-mail: lawoffice@bemidjiattorneys.com
attorney@paulbunyan.net
Fax: 218-444-1754

Ryan K. Kieson
Adam G. Christopher
Jeremy A. Klinger*
(*also licensed in North Dakota)

Carl C. Drahos (Retired)

October 4, 2022

Grant Frenzel

(Via E-Mail: grant.frenzel@deerwoodbank.com)

Re: Deerwood Bank/City of Blackduck Transaction

Dear Mr. Frenzel:

Enclosed is a revised Purchase Agreement for your review. If you have any questions or revisions to the language I have added, please let me know.

Thank you.

Sincerely,



Ryan K. Kieson

K/las
Enclosure

Z:\DKC\RKK\Deerwood Bank\Wells Fargo Building Sale\Client-2.wpd

PURCHASE AGREEMENT

The parties to this Agreement are DEERWOOD BANK, a state chartered banking corporation under the laws of the State of Minnesota, (herein "Seller"), and CITY OF BLACKDUCK, a municipal corporation under the laws of Minnesota, (herein "Buyer").

Seller owns certain real property located in Beltrami County, Minnesota, legally described as follows:

Lots 25, 26, 27, 28 and 29, Block 8, Blackduck, less the east 60 feet thereof, together with the north half of vacated alley abutting Lot 25;

including all fixtures on the following property, if any, owned by Seller and used and located on said property, including but not limited to garden bulbs, plants, shrubs and trees; storm sash, storm doors, screens and awnings; window shades, blinds, traverse and curtain and drapery rods; attached lighting fixtures and bulbs; plumbing fixtures, water heater, heating plants (with any burners, non-fuel tanks, stokers and other equipment used in connection therewith), built-in air-conditioning equipment, electronic air filter, water softener (owned/rented/none), built-in humidifier and dehumidifier, liquid fuel tank(s) (owned/rented/none) and controls (if the property of Seller), sump pump; attached television antenna, cable TV jacks and wiring; **BUILT-INS:** dishwashers, garbage disposals, trash compactors, ovens, cook-top stoves, microwave ovens, refrigerator, hood fans, intercoms; **ATTACHED:** carpeting, mirrors, garage door openers and all controls; smoke detectors; fireplace screens; doors and heatilators; **AND** the following personal property:

(herein the "Property") which Seller desires to sell and Buyer desires to purchase.

NOW, THEREFORE, for valuable consideration and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. SALE OF PROPERTY. Seller hereby agrees to sell and Buyer hereby agrees to purchase all of Seller's right, title and interest in the Property, which Seller agrees to convey at closing by Warranty Deed.

2. PURCHASE PRICE. The purchase price for the Property shall be the total sum of One Hundred Twenty Thousand and no/100 Dollars (\$120,000.00).

3. TERMS OF PAYMENT. The entire balance shall be paid in cash at the time of closing.

4. CLOSING. The transaction contemplated by this Agreement shall be closed on or before _____, 2022, at a location to be determined by the parties.

5. TITLE PROVISION. Seller warrants that on the date of closing Seller shall convey good and marketable title to the Property, free and clear of all encumbrances, defects and liens, subject to the following exceptions:

a. Building and zoning laws, ordinances, state and federal regulations;

- b. Restrictions of record relating to use or improvement of premises without effective forfeiture provisions;
- c. Reservation of any minerals or mineral rights of record;
- d. Covenants, conditions, restrictions, declarations, and easements of record (or as specifically referenced herein).

6. TITLE INSURANCE COMMITMENT. Seller shall, within twenty-one (21) days after the signing of this Agreement, furnish a commitment for an owner's policy of title insurance on a current ALTA form issued by an insurer licensed to write title insurance in Minnesota as selected by Buyer. Seller shall be responsible for the title search and exam costs related to the commitment. Buyer shall be responsible for all additional costs related to the issuance of the title insurance policy(ies), including but not limited to the premium(s), Buyer's name search and plat drawing, if any. Seller shall surrender a copy of any owner's title insurance policy and abstract of title, if in Seller's possession or control, for this property to Buyer or Buyer's designated title service provider.

Buyer shall be allowed ten (10) days after receipt thereof for examination of title and making of any objections thereto, not hereinabove excepted, said objections to be in writing or deemed to be waived. If any objections are so made, Seller shall have one hundred twenty (120) days or such longer period as is necessary if Seller proceeds expeditiously, to make such title marketable, and closing and possession shall be delayed accordingly. Seller shall make a good faith, reasonable effort to make the title marketable as expeditiously as possible. If such defects are cured within said one hundred twenty (120) day period, Buyer shall be notified in writing of the curing of such defects in which case the parties shall proceed to perform in accordance with the terms of this Agreement. If said title is not marketable and is not made so within one hundred twenty (120) days from the date of written objections thereto as provided above, this Agreement shall be null and void, at option of Buyer, and neither principal shall be liable for damages hereunder to the other principal and all money paid by Buyer shall be refunded. If the title to the Property is found marketable or is made so within the time provided above, and Buyer shall default in any of the agreements, then and in that case, Seller may terminate this contract and on such termination all of the payments made upon this contract shall be retained by Seller as liquidated damages, time being of the essence hereof. This provision shall not deprive either party of the right of enforcing the specific performance of this contract provided such contract shall not be terminated as described herein, and provided action to enforce such specific performance shall be commenced within six (6) months after such right of action shall arise.

7. WARRANTIES, REPRESENTATIONS AND DISCLAIMER. Seller makes the following representations, warranties and exclusion of warranties, both jointly and severally:

- a. The Property is directly connected to city water and city sewer.
- b. No mechanics' or materialmen's liens or other charges shall be placed against the Property or any part thereof to be conveyed under this Agreement, by or on account of any work performed by Seller or at Seller's direction, without Buyer's prior written consent. Any such lien or charge so arising shall be removed and satisfied of record by Seller. In the event that any such lien or charge is placed against the Property or any part thereof subsequent to closing, and the same had as its basis work or materials furnished to the Property prior to closing, Seller agrees to promptly cause the same to be removed and take such other action as may be appropriate in order to satisfy the same of record;
- c. To the best of Seller's knowledge, there are no actions, proceedings or claims pending or threatened against Seller which might affect or result in any change in or to the Property or operation of the Property. Seller has not received any notice from any

governmental authority as to violation of any law, ordinance, or regulation with respect to the Property or any structure thereon; and

d. Seller has no knowledge of any unrecorded easements, rights-of-way or interests, express or implied, written or oral, whether at law or in equity, which exist and benefit or burden the Property, except as follows: NONE.

e. Seller will remove all debris from the Property prior to Buyer's date of possession.

f. The legal description of the Property has been or will be approved for recording as of the date of closing. If this sale constitutes or requires a subdivision of land owned by Seller, Seller shall pay all subdivision expenses and shall obtain all necessary governmental approvals.

g. The Property has legal access.

h. Except as specifically stated herein, this purchase agreement is not a warranty or a guaranty of any kind by Seller or any party representing or assisting Seller in this transaction.

i. This Property is being sold "AS IS" without any representations or warranties of any kind or nature whatsoever regarding its condition, except as specifically set forth herein.

8. RISK OF LOSS. Until closing, the risk of loss shall be on Seller and insurance coverage maintained on the Property at its expense.

In the event that, prior to closing, the Property or any major portion thereof shall be completely or substantially destroyed or damaged by fire or any other cause beyond the control of Seller, Buyer shall have the option of terminating this Agreement and being refunded all earnest money payments made by it, without interest, whereupon this Agreement shall become null and void and of no effect whatsoever, and no further rights or obligations shall exist hereunder.

9. TAXES AND ASSESSMENTS. Real estate taxes and installments of special assessments due and payable in the year 2022 shall be paid by Seller. Seller represents the taxes due and payable in the previous years are paid in full. Buyer shall pay all taxes and installments of special assessments, including real estate taxes, due and payable in subsequent years.

10. CLOSING COSTS. Seller shall pay the costs for the title search and exam costs related to a title insurance commitment, for preparing the deed, certificate of real estate value, and well certificate(s), if any; for the deed tax; and for other closing costs typically associated with a seller. Buyer shall pay any financing costs associated with obtaining mortgage financing; the title insurance premium; the cost of recording the deed and filing the well certificate(s), if any; and other costs typically associated with a buyer in a real estate transaction.

11. BROKERAGE COMMISSION. Seller warrants that no brokerage/realtor commission is owed in association with the sale of the Property.

12. POSSESSION. Buyer shall take possession of the Property on the date of closing.

13. UTILITIES. Utilities shall be prorated as of the date of closing with Seller paying all utility charges to the date of closing and Buyer paying those thereafter.

14. INDIVIDUAL SEWAGE TREATMENT SYSTEM. There is no individual sewage treatment system located on the Property. This paragraph is included to comply with the requirements of Minnesota Statutes §115.55, subd. 6.

15. CONDITIONS OF CLOSING. Buyer's performance under the terms of this Agreement is expressly conditioned upon Buyer being fully satisfied that the following conditions have been met:

- a. Buyer sell the existing Library property;
- b. Buyer complete a satisfactory inspection of the Property;
- c. Kitchigami Regional Library System to release \$65,683.00 in funding for the purchase of the Property.

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

16. CORPORATE AUTHORITY. Seller represents and warrants that it is an organized and validly existing corporation in good standing under the laws of the State of Minnesota. Seller further warrants that it has full corporate authority to enter into this Agreement and to perform its obligations hereunder. Seller shall have its attorney prepare an opinion confirming the corporation's existence and its authority to sell land and shall also provide a corporation resolution authorizing the action of the corporation.

17. NOTICE OF AIRPORT ZONING REGULATIONS. If airport zoning regulations affect this Property, a copy of those airport zoning regulations, as adopted, can be viewed or obtained at the office of the county recorder where the zone area is located.

18. NOTICE REGARDING PREDATORY OFFENDER INFORMATION: Information regarding the predatory offender registry and persons registered with the predatory offender registry under Minnesota Statutes §243.166 may be obtained by contacting the local law enforcement offices in the community where the property is located or the Minnesota Department of Corrections.

19. METHAMPHETAMINE DISCLOSURE. For the purposes of satisfying any applicable requirements of Minnesota Statutes §152.0275, Seller discloses and certifies that, to Seller's knowledge, methamphetamine production has not occurred on the property.

20. CEMETERY ACT. Minnesota Statutes §307.08 prohibits any damage or illegal molestation of human remains, burials or cemeteries. A person who intentionally, willfully and knowingly destroys, mutilates, injures, disturbs or removes human skeletal remains or human burial grounds is guilty of a felony. Seller represents that Seller is not aware of any human remains, burials or cemeteries located on the Property.

21. FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT ("FIRPTA"). Section 1445 of the Internal Revenue Code provides that a transferee ("Buyer") of a United States real property interest must be notified in writing and must withhold tax if the transferor ("Seller") is a foreign person and no exception from FIRPTA withholding apply. Buyer and Seller agree to comply with FIRPTA requirements under Section 1445 of the Internal Revenue Code.

Seller shall represent and warrant, under the penalties of perjury, whether Seller is a "foreign person" (as the same is defined within FIRPTA), prior to closing. Any representations made by Seller with respect to this issue shall survive the closing and delivery of the deed.

Buyer and Seller shall complete, execute, and deliver, on or before closing, any instrument, affidavit, or statement reasonably necessary to comply with the FIRPTA requirements, including delivery of their respective federal taxpayer identification numbers or Social Security numbers.

Due to the complexity and potential risks of failing to comply with FIRPTA, including the Buyer's responsibility for withholding the applicable tax, Buyer and Seller should **seek appropriate legal and tax advice regarding FIRPTA compliance, as the respective licensee's representing or assisting either party will be unable to assure either party whether the transaction is exempt from FIRPTA withholding requirements.**

22. ELECTRONIC SIGNATURES. The parties agree the electronic signature of any party on any document related to this transaction constitute valid, binding signatures.

23. FINAL ACCEPTANCE. To be binding, this Purchase Agreement must be fully executed by both parties and a copy must be delivered.

24. MISCELLANEOUS.

a. Buyer shall have the right to enter upon the premises prior to the date of closing for purposes of examination of any property and shall also have the right to have any agents or employees as desired by Buyer, including architects and engineers, examine the subject property, after first obtaining the permission of Seller.

b. This Agreement shall not be amended, altered or modified in any way except by written instrument duly executed by the parties hereto.

c. Any notice hereunder shall be in writing and shall be delivered or mailed, postage prepaid, to Buyer and Seller at the addresses set forth below or, if none, at their last known addresses.

d. The covenants, warranties, and representations herein contained shall be binding upon the parties hereto and their respective heirs, representatives, successors and assigns and shall survive the closing of this transaction.

e. Buyer has the right to a walk-through review of the Property prior to closing to establish that the Property is in substantially the same condition as of the date of the Purchase Agreement. Seller agrees to notify Buyer immediately in writing of any substantive changes from any prior representations regarding the physical condition of the Property.

f. This Agreement may be executed and delivered in any number of counterparts, including facsimile counterparts or scanned or e-mailed counterparts, all of which, when executed and delivered, shall have the force and effect of an original.

g. Attached hereto and made a part hereof as an Addendum is a Radon Disclosure.

h. Drahos Kieson & Christopher, P.A., represents solely the Seller in the above transaction. Buyer is represented by an attorney of its choosing or has had an opportunity to contact an attorney of its choosing and is specifically not represented by Drahos Kieson & Christopher, P.A.

i. In an action to enforce the terms of this Purchase Agreement the prevailing party shall be entitled to reasonable costs and attorney's fees.

j. The Parties hereby agree to provide their appropriate tax identification information to the closing agent of this transaction.

k. In the event that this Purchase Agreement is fully executed and the sale is consummated, Buyer agrees to not sell the existing property located at 72 First Street SE, Blackduck, MN 56630 to another bank or credit union.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year written below.

Dated: _____, 2022

SELLER:

BUYER:

DEERWOOD BANK

CITY OF BLACKDUCK

By _____
_____ its _____

By _____
_____ its _____

Seller's Address:

1350 Paul Bunyan Drive NW
P.O. Box 1278
Bemidji, MN 56601

Buyer's Address:

8 Summit Avenue NE
Blackduck, MN 56630

Z:\DKC\SAVEDOCS\ree22\DeerwoodBank-CityBlackduck-PA.wpd (las)

SAMPLE BALLOT

Official Ballot

State General Election Ballot
Beltrami County, Minnesota
November 8, 2022

Judge _____

Judge _____

Instructions to Voters:
To vote, completely fill in the oval(s) next to your choice(s) like this: ●

Federal Offices	State Offices	City Offices
U.S. Representative District 8 Vote for One	Attorney General Vote for One	Council Member City of Blackduck Vote for Up to Two
☐ Pete Stauber Republican ☐ Jen Schultz Democratic-Farmer-Labor ☐ _____ write-in, if any	☐ Jim Schultz Republican ☐ Keith Ellison Democratic-Farmer-Labor ☐ _____ write-in, if any	☐ Ronald Fredrickson ☐ Laurie Hamilton ☐ _____ write-in, if any
State Offices	County Offices	School District Offices
State Senator District 2 Vote for One	County Commissioner District 1 Vote for One	School Board Member at Large Independent School District No. 32 (Blackduck) Vote for Up to Three
☐ Steve Green Republican ☐ Leonard Alan Roy Democratic-Farmer-Labor ☐ _____ write-in, if any	☐ Mark Morrissey ☐ Craig Gaasvig ☐ _____ write-in, if any	☐ Tog Anderson ☐ Cynthia Nord ☐ Jacob Lien ☐ _____ write-in, if any
State Representative District 2B Vote for One	County Auditor - Treasurer Vote for One	
☐ Matt Bliss Republican ☐ Erika Bailey-Johnson Democratic-Farmer-Labor ☐ _____ write-in, if any	☐ JoDee Treat ☐ _____ write-in, if any	
Governor and Lieutenant Governor Vote for One Team	County Sheriff Vote for One	
☐ Steve Patterson and Matt Huff Grassroots - Legalize Cannabis ☐ James McCaskel and David Sandbeck Legal Marijuana Now ☐ Scott Jensen and Matt Birk Republican ☐ Tim Walz and Peggy Flanagan Democratic-Farmer-Labor ☐ Hugh McTavish and Mike Winter Independence Alliance ☐ Gabrielle M. Prosser and Kevin A. Dwire Socialist Workers ☐ _____ write-in, if any	☐ Jarrett Walton ☐ Jason Riggs ☐ _____ write-in, if any	
Secretary of State Vote for One	County Attorney Vote for One	
☐ Kim Crockett Republican ☐ Steve Simon Democratic-Farmer-Labor ☐ _____ write-in, if any	☐ David L. Hanson ☐ _____ write-in, if any	
State Auditor Vote for One	Soil and Water Conservation District Supervisor District 1 Vote for One	
☐ Will Finn Grassroots - Legalize Cannabis ☐ Tim Davis Legal Marijuana Now ☐ Ryan Wilson Republican ☐ Julie Blaha Democratic-Farmer-Labor ☐ _____ write-in, if any	☐ Ray Hendrickson ☐ _____ write-in, if any	
	Soil and Water Conservation District Supervisor District 2 Vote for One	
	☐ Bruce Poppel ☐ Rachel Gray ☐ _____ write-in, if any	
	City Offices	
	Mayor City of Blackduck Vote for One	
	☐ Maxwell Gullette Jr. ☐ _____ write-in, if any	
City of Blackduck	Vote front and back of ballot	Typ:01 Seq:0011 Spl:01

SAMPLE BALLOT

State General Election Ballot
Beltrami County, Minnesota
November 8, 2022

Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: ●

Judicial Offices	Judicial Offices
Supreme Court	Court of Appeals
Associate Justice 3 Vote for One	Judge 18 Vote for One
☐ Gordon Moore Incumbent ☐ _____ write-in, if any	☐ Jeff Bryan Incumbent ☐ _____ write-in, if any
Associate Justice 6 Vote for One	Judge 19 Vote for One
☐ Natalie E. Hudson Incumbent ☐ _____ write-in, if any	☐ Francis Connolly Incumbent ☐ _____ write-in, if any
Court of Appeals	9th District Court
Judge 1 Vote for One	Judge 6 Vote for One
☐ Theodora Karin Galtas Incumbent ☐ _____ write-in, if any	☐ Jerrod A. Sthermoen Incumbent ☐ _____ write-in, if any
Judge 5 Vote for One	Judge 8 Vote for One
☐ Louise Dove Bjorkman Incumbent ☐ _____ write-in, if any	☐ Eric Schieferdecker Incumbent ☐ _____ write-in, if any
Judge 7 Vote for One	Judge 16 Vote for One
☐ Susan Segal Incumbent ☐ _____ write-in, if any	☐ Jeanine R. Brand Incumbent ☐ _____ write-in, if any
Judge 8 Vote for One	Judge 17 Vote for One
☐ Denise D Reilly Incumbent ☐ _____ write-in, if any	☐ Corey A. Harbott Incumbent ☐ _____ write-in, if any
Judge 10 Vote for One	Judge 20 Vote for One
☐ Jennifer L. Frisch Incumbent ☐ _____ write-in, if any	☐ Donna K. Dixon Incumbent ☐ _____ write-in, if any
Judge 11 Vote for One	Judge 23 Vote for One
☐ Michelle A. Larkin Incumbent ☐ _____ write-in, if any	☐ Kristine R. DeMay Incumbent ☐ _____ write-in, if any
Judge 16 Vote for One	
☐ Peter M. Reyes, Jr. Incumbent ☐ _____ write-in, if any	
Judge 17 Vote for One	
☐ Matthew E. Johnson Incumbent ☐ _____ write-in, if any	
City of Blackduck	Vote front and back of ballot
0055	Typ:01 Seq:0011 Spl:01



BEL-0055



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

November 7th, 2022

Public Notice

The Blackduck City Council has called for a special meeting to be held on Monday, November 14th, 2022 at 6:00pm. The special meeting will be held at Blackduck City Hall, 8 Summit Ave NE, Blackduck, MN.

The purpose of this special meeting is to canvass election results from the 2022 Municipal Election.

Attest:

Christina Regas

Blackduck City Administrator