



MINUTES

Council Meeting

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

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

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

COUNCILORS EXCUSED:

STAFF PRESENT: City Administrator Christina Regas, Director of Liquor Operations Shawnda Lahr, and Librarian Kelly Hanks

OTHERS PRESENT: Deputy Sheriff Jarret Walton, Blackduck Library Board member Mary Salmonson

1. CALL TO ORDER

- a. Roll Call
Roll Call was taken of those present to the regular council meeting.
- b. Pledge of Allegiance
Mayor Gullette lead the meeting in the pledge of allegiance.

2. APPROVAL OF AGENDA

- a.

Maxwell Gullette moved to approve the agenda with the addition of Consent Agenda item 'bb' Letter of Acknowledgement from MN Pollution Control Agency for Combined Maintenance and Police Facility to City of Blackduck and TNT Construction Group, LLC - and removal of item '9.a' - Donation Request - Blackduck Area Chamber of Commerce from the Administrator's Report Nicholas Seitz seconded the motion.

Carried 5 to 0

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

3. CONSENT AGENDA

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

- a. August 8, 2022 Blackduck City Council Meeting Minutes
- b. August 11, 2022 Blackduck Finance Committee Meeting Minutes
- c. August 17, 2022 Blackduck Planning Commission Meeting Minutes
- d. August 22, 2022 Blackduck City Council Public Hearing Meeting Minutes
- e. August 22, 2022 Blackduck City Council Special Meeting Minutes
- f. August 22, 2022 Blackduck City Council Work Session Meeting Minutes
- g. August 25, 2022 Blackduck Finance Committee Meeting Minutes
- h. August 25, 2022 Blackduck Fire Protection Budget Meeting Minutes
- i. August 2022 Fund Balance Report
- j. August 2022 Bill Report
- k. August 2022 Sewer Income Statement
- l. August 2022 Water Income Statement
- m. August 2022 Pine Tree Park Income Statement
- n. August 2022 Golf Course Income Statement
- o. August 2022 Liquor Store Income Statement
- p. Final Approval - August 2022 Business Credit Card(s) Payment Batch
- q. Final Approval - July 2022 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association
- r. Final Approval - August new/returning part-time employees
- s. Final Approval - 2022 Owner Occupied Compliance Certificate and Rental Compliance Certificate Tax Increment Financing Agreement with Midwest Minnesota Community Development Corporation
- t. Final Approval - Payment 3 - Dobmeier Excavating & Septic Service Plus Demolition Contract - City of Blackduck
- u. Final Approval - City of Blackduck Police Department Avoiding Racial Profiling Policy - revised
- v. Final Approval - City of Blackduck Valuation of Other Postemployment Benefits (OPEB) Under GASB Statement #75 Report for 2021
- w. Final Approval - DNR Grant Reimbursement for Blackduck Stumpjumper
- x. Final Approval - Agreement made between MaxQueen Equipment, LLC and City of Blackduck for a Fire Freightliner (tanker/pumper)
- y. Final Approval - 2023 MHC Statewide Pool Renewal for City of Blackduck - Employer Healthcare Plan
- z. Final Approval - Pay Request 5 - Combined Maintenance / Public Safety Facility -City of Blackduck & TNT Construction Group LLC
- aa. Final Approval - Combined Maintenance and Public Safety Facility construction meeting notes and Field Report - August 25, 2022
- ab. Final Approval - Letter of Acknowledgment Combined Maintenance & Police Facility City of Blackduck and TNT Construction Group LLC and MN Pollution Control Agency (MPCA)

Laurie Hamilton moved to approve the consent agenda with changes Nicholas Seitz seconded the motion.

Carried 5 to 0

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

ac.

4. BLACKDUCK FORUM

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

a. there was no one present to speak for the Blackduck Forum.

5. BELTRAMI COUNTY SHERIFF DEPARTMENT JAIL PROJECT PRESENTATION - JARRET WALTON

a. Beltrami County Jail Feasibility Study Presentation - Chief Deputy Walton presented the Beltrami County Jail Feasibility presentation and took questions from the audience.

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

a. Ordinance 2022-01 - An Ordinance of the City of Blackduck, MN Annexing land located in Hines Township, Beltrami County, MN pursuant to MN Statute §414.033 Subd. 2 (1), permitting annexation by Ordinance
Administrator Regas read Ordinance 2022-01 into the record for the first reading of the proposed Annexation by Ordinance for City of Blackduck land located in Hines Township by MN Statute §414.033 Subd. 2 (1). and took questions from the audience.

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

a. Annette Meyer - 173 Main Street North
Ms. Meyer was not present to the council meeting to discuss her concerns. Mayor Gullette requested the Administrator to reach out to Meyer and invite her to the next meeting. Nothing further.

8. REPORTS OF COMMITTEES AND CITY STAFF

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

8.1.1. Report -

Lahr provided a report on payroll savings in August, upcoming promotions, and positive movement on the Liquor income statement. Mayor Gullette asked Lahr if the department is coming around so the general fund transfers budgeted for 2022 will be able to be made. Lahr could not state that the department would be able to transfer the full \$75,000. Regas further stated that her department is not confident the liquor store will transfer what was budgeted. Councilor Johnson asked after reducing payroll what else could be done. Lahr stated that besides shutting down which should not be an option;

the department has made major movement. Regas stated the liquor department has made major changes including raising prices on the food menu and scaling down on inventory fringe. Lahr stated she has asked her department to do more with less and they are. Mayor Gullette stated he will wait to hear after the personnel meeting for more. Lahr asked Mayor Gullette what information he is seeking. Regas asked if he question is around the transfers then she believes that information has been stated. Regas further stated the finance committee is discussing a reduced amount of transfers to the general fund for 2023 due in part the liquor store needs to make its first debt payment. Lahr reminded the council all the newness is still impacting the business and will continue. Lahr further stated beer vendors continue to increase prices on their items including Busch Light 24packs going up \$2.25/each.

8.2. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

8.2.1. Report -

Hanks presented a review of the recent County Commissioner's work session stating in observation the County could split their vote on approving the levy request of Kitchigami. Hanks and the board member discuss potential options for the Blackduck Levy and the new library acquisition project. Regas reported budgeting increases to the operational budget for 2023 anticipating the sale of the buildings and costs the city could incur.

9. ADMINISTRATOR'S REPORT

- a. ~~Council Consideration - Donation Request - Blackduck Area Chamber of Commerce - Lori Lundberg~~
- b. Council Approved Needed - Resolution 2022-18 - Resolution Authorizing the sale of public property in the City limits of the City of Blackduck, MN

Laurie Hamilton moved to approve Resolution 2022-18 Nicholas Seitz seconded the motion.

Carried 5 to 0

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

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

Laurie Hamilton moved to approve the preliminary land combination by tax parcel request of City of Blackduck Ronald Fredrickson seconded the motion.

Carried 5 to 0

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

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

Nicholas Seitz moved to approve Resolution 2022-19 Laurie Hamilton seconded the motion.

Carried 5 to 0

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

- e. Council Information - City of Blackduck Limited DMV Request Approval Notice
Regas announced the City received word the request for a limited DMV was approved by the state DPS office. More information regarding a timeline for when it will launch will be announced as the process proceeds.
- f. September 8, 2022 @ 10:30am Blackduck Combined Maintenance Facility Construction meeting - City Hall
- g. September 8, 2022 @ 2pm - Blackduck Personnel Committee Meeting - The Pond
- h. September 8, 2022 @ 3pm - Blackduck 2023 General Fund Budget Meeting - Finance Committee - City Hall
- i. September 14, 2022 @ 11am - Blackduck Development Corporation Meeting - Blackduck City Hall
- j. September 15, 2022 @ 9:30am - BAAI Board of Directors Meeting - Blackduck City Hall
- k. September 19, 2022 @ 6pm - City Council Work Session - City Hall
- l. September 21, 2022 @ 2pm - Blackduck Planning Commission Meeting - Blackduck City Hall
- m. September 22, 2022 @ 10:30am - Blackduck Combined Maintenance Facility Construction Meeting - Blackduck City Hall
- n. September 22, 2022 @ 2pm - Blackduck 2023 General Fund Budget Meeting - Finance Committee - City Hall
- o. September 26, 2022 @ 6pm - Blackduck City Council Special Meeting - Preliminary 2023 Levy Approval - City Hall
- p. October 10, 2022 @ 6pm - Blackduck City Council Regular Meeting - City Hall

10. 2023 GENERAL ELECTION

- a. September 23, 2022 - Absentee ballots available for State General Election
- b. October 18, 2022 - Voter pre-registration closes for November General Election
- c. November 1, 2022 - Blackduck Healthcare Facility Absentee Voting
- d. November 5 & November 7, 2022 - County Auditors offices open for absentee voting
- e. November 8, 2022 - Minnesota State General Election *(including municipal and school board)*

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

11. MAYOR AND/OR COUNCIL MEMBER REPORTS

12. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. September 7, 2022 @ 5-7pm Blackduck Chamber After Hours - Liquor Lodge, Turtle River
- b. September 21, 2022 @ Noon - Blackduck Chamber of Commerce Regular Meeting - Restaurant 71
- c. September 24, 2022 - Chamber Night @ The Golf Course Scramble
- d.

13. ADJOURNMENT

- a.

Laurie Hamilton moved to adjourn the meeting at 7:52pm Ronald Fredrickson seconded the motion.

Carried 5 to 0

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

City Administrator, Christina Regas

Maxwell Gulette, Mayor