



MINUTES

Council - Work Session Meeting

6:00 PM - Monday, July 24, 2023

City Hall, 8 Summit Drive, Blackduck MN

The Council - Work Session of the City of Blackduck was called to order on Monday, July 24, 2023, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

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

COUNCILORS EXCUSED: Councilor Laurie Hamilton

STAFF PRESENT: City Administrator Christina Regas, Assistant Liquor Store Manager Melissa Gulette, and Golf Director Misty Frenzel

OTHERS PRESENT: Caleb Strandlie, Widseth

1 CALL TO ORDER

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

2 APPROVAL OF AGENDA

- a)

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

Carried 4 to 0

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

3 OLD BUSINESS

- a) Public Works / Public Safety Facility - closing of interim financing and project close-out discussion
Regas provided updates on several financial items for the new facility in preparation to the soft-closing of the USDA debt.
- b) PER / ER Report
Strandlie reports there may be an addition to the report including potential re-construction of the City water plant built in 2002 and sampling is needed for that

section otherwise Widseth has nothing additional to report on the PER/ER progress. Nothing further.

c) Kitchigami Regional Library Capital Appropriation Project - alternative location discussion

Regas reports considering a private commercial property listed for sale recently on Pine Avenue and has shared those considerations with Councilor Johnson and Library Board Member Miriam Osborn-Dougherty in the last month. Councilor Johnson has concerns for the list price for the property. Regas asked if the board if the members wish to continue pursuing other alternative locations for the library or to hold off until the local sales tax option goes to the voters. Regas stated concern for any expiration on the Kitchigami Appropriation funding. Council members requested the agenda item remain in old business. Nothing further.

d) HSEM & FEMA DR-5659 Disaster - repairs to gravel road(s) updates

Regas reports work can begin at any point this summer and Schwanke will be ordering materials to begin work.

e) Old & New Duck Restoration - Financial Research

Regas has no new updates to report at this time. Regas states Jensen Conservation will keep the project on their radar until funding is secured. Nothing further.

f) Public Works Grader Replacement - Financial updates

Regas has no new updates at this time.

g) Purchase of tax-forfeited property - 81.00011.01

Regas has no new updates at this time.

h) Local Option Sales Tax -

Regas reports a brief meeting with Ramerth regarding the marketing to the voters prior to the 2024 General Election and where the focus of the marketing should be. Regas states she believes the marketing should focus the efforts on the project(s) that will make the most impact to the voters. Regas states in her opinion that project would be the Library but knows all the projects have strong influence. Councilor Johnson agreed stating the elderly and the youth use the library and most of the elderly vote. Regas further states all 5 projects will affect the voters and the community. Frenzel encouraged utilizing other cities that were successful in the adoption of the local sales tax option as an example in the marketing.

i) Adult-Use Cannabis - Council discussion for City regulation

Regas provided League of MN Cities guidance regarding the upcoming Cannabis regulation. Regas requested the Council discuss the adoption of an ordinance prohibiting the use of cannabis in public places. The board discussed how difficult the regulation and 'policing' will be and if allowing the use in a public area will represent the City of Blackduck and the values of the community. Mayor Gullette stated that as a cigarette smoker he goes out of his way to not smoke near others and would hope others would be considerate of this. Frenzel states as a business leader if the level of use was so high that it was inappropriate she may call out the people and request they step aside or away from others as she has the ability to do this with intoxication and smoking tobacco. Frenzel agrees that the density of the city with several residential properties within close proximity to the school property that will become a difficult issue as it is allowable on landowner's property.

Regas requested feedback from the board members to make a decision on how to move forward and shape the future with cannabis use in Blackduck.

Frenzel reminds the board to think about how we want to represent our community. Councilor Johnson asks how is the City going to consider the campground.

Councilor Seitz agrees stating he does not want his daughters around 'it' while on the trail or the playground. Seitz states if someone was smoking cannabis at the park near the playground he would not take his daughters to the park. Regas states that is very impactful and potential lost business. Councilor Johnson states he would

like to see the city do something before it is allowed to get out of hand. Seitz states whether it is enforced or not, making it prohibited in public places will deter it a lot. Regas states it would give the city staff guidance as well. Frenzel states it would provide her the back bone to say to those smoking to please do it somewhere else. Councilor Fredrickson states he is in favor of prohibiting it in public places. Regas was directed to beginning drafting an ordinance and report back to the council as soon as possible. Nothing further.

j) Backwoods Bash Sponsorship -

There was no action taken on additional financial support to Backwoods bash.

k) Fire Department Tanker/Pumper Purchase - MacQueen Equipment Notice

Regas reports the City will take possession of the new Tanker/Pumper in August and will be seeking final approval of the invoice from MacQueen to take delivery.

4 NEW BUSINESS

a) Golf Course Report - Misty Frenzel

Frenzel was present to discuss a consideration for adopting a better way to receive assistance from Public Works on larger projects that cannot be completed by golf course staff that derived from the last golf board meeting. Frenzel suggested a work order type concept to receive work from public works staff. Mayor Gullette asked Frenzel if she is looking for the City Council feels the same way as the golf board. Frenzel agreed and asked how the Council can help. Councilor Fredrickson states most company have some type of work order system either online or paper. Mayor Gullette asked if Frenzel had discussed the idea with Schwanke as Public Works Director. Frenzel stated Schwanke would hate her for the idea but that is due to the fact that she believes Schwanke would not think it is necessary. Frenzel sees it tougher for her department to not be the nagging wife with the 'honey do-list'. Councilor Seitz states he believes Public works has plenty to do other than assist the golf course and at his job any entity that puts in a work order is responsible for paying for the request. Frenzel states she is looking for assistance with larger projects that have a deadline in the future that could be within 3 months or more. Regas states she see the request as a way to improve communication and efficiencies within the departments to assist the small departments. Regas states this may be a way to assist with completing projects when time allows.

Frenzel states she is not trying to be demanding and none of her large projects need to be done in 2023 but they are projects she would like public works to help her with instead of paying an outside source.

Regas stated Frenzel is asking for something that would improve efficiencies which is understandable and states Utility Billing uses a similar process for tracking. Frenzel stated in her position the only reason she is present to say this that she has to respond to a board too and Councilor Johnson asked when are the gutters going to get cleaned then she has to respond to the board. Frenzel states public works helps the golf course all the time.

Mayor Gullette asked if Frenzel wants to implement this. Councilor Seitz states a work order system would be good. Frenzel states that anytime there is an emergency public works is there in minutes - the little things is not what she is talking about - Frenzel is talking about larger projects.

Mayor Gullette agrees and states if nothing else it is a reminder. Nothing further.

b) Police Department Equipment Replacement - Stalker DSR 2 Antenna Radar System

Regas states the Police department radar equipment was implemented in 2006 and is now end of life. Regas provided a quote from Roger's Two Radio for a suitable replacement and states Chief Arhart is receiving another quote from Stalker with state bid pricing and that will be provided to approve on August 7, 2023.

- c) 2024 Financial Budget Preparation - Committee meeting August 3 @ 2pm ~~2pm~~ **correction 3pm.**
Regas reminded the committee of the financial budget meeting.
- d) Policy Revisions - Policies in process
Drug Testing Policy - non-DOT regulated employees
Drug-Safe Workplace - updates from Cannabis regulations
CHRI Policies - Policy governing fingerprint-based criminal history record information checks (CHRI) for non-criminal justice purposes
Blackduck City Ordinance 900.35 - Weed Ordinance regulating responsibility for trimming, removal, etc of property owners vegetation
Regas discussed some of the policy revisions and new policies her department is working on to be adopted.
- e) Opioid Settlement Steering Council - Amy Bowles, Beltrami Public Health Director (email)
Regas provided an invite to the board to apply for the Beltrami County Opioid Settlement Steering Council.

5 ADJOURNMENT

a)

Donald Johnson moved to adjourn the meeting at 7:50pm Ronald Fredrickson seconded the motion.

Carried 4 to 0

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

Christina Regas, City Administrator

Maxwell Gulette, Mayor