



# MINUTES

## Council Meeting

6:00 PM - Monday, October 7, 2024  
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, October 7, 2024, 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, Councilor Laurie Hamilton, and Council member Ronald Fredrickson

**COUNCILORS EXCUSED:**

**STAFF PRESENT:** City Administrator Christina Regas, Assistant Liquor Store Manager Melissa Gulette, and Director of Liquor Operations Shawnda Lahr

**OTHERS PRESENT:** Tim Ramerth, Widseth, Scott Peterson, BDC, Erica Naughten and Tori Nipp, Blackduck Toys for Kids, Rob Ingersoll, Blackduck History Center, Shirley Ferrell, Rollo Anderson, and Georgia Lundberg, Blackduck Senior Center, Shannon Kampa

**1. CALL TO ORDER**

- a. Roll Call  
Administrator Regas took roll call of those present to the meeting.
- b. Pledge of Allegiance  
Mayor Gulette dispensed with the pledge of allegiance as it was stated at the opening on the public hearing preceding the regular council meeting.

**2. APPROVAL OF AGENDA**

- a.

Ronald Fredrickson moved to approve the agenda as presented Laurie Hamilton seconded the motion.

Carried 5 to 0

Maxwell Gulette	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 9, 2024 Blackduck City Council Meeting Minutes
- b. September 11, 2024 Blackduck Finance Committee Meeting Minutes
- c. September 18, 2024 Blackduck Planning Commission Meeting Minutes
- d. September 19, 2024 Kitchigami Regional Library Board Meeting Packet including minutes from July 2024
- e. September 23, 2024 Blackduck City Council Special Council Meeting Minutes
- f. September 23, 2024 Blackduck City Council Work Session Minutes
- g. September 2024 Fund Balance Report & Budgeted Transfers
- h. ~~September 2024 Bill Report~~
- i. September 2024 Sewer Income Statement
- j. September 2024 Water Income Statement
- k. September 2024 Pine Tree Park Income Statement
- l. September 2024 Golf Course Income Statement
- m. September 2024 Liquor Store Income Statement
- n. September 2024 Blackduck DMV Income Statement
- o. Q3 2024 General Fund Income Statement
- p. August 2024 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association
- q. Final Approval - Post Audit 2023 YTD City of Blackduck General Fund Income Statement & City of Blackduck City Wide Fund P&L Report
- r. Final Approval - 2024 State Police Aid
- s. Final Approval - September 2024 Business Credit Card Payment
- t. Final Approval - Golf Course Cart Lease Payment August 2024
- u. Final Approval - 2025 City of Blackduck Municipal Golf Course Intoxicating Liquor and Wine License
- v. Final Approval - 2025 City of Blackduck Municipal Liquor Store/Bar - DBA The Pond - Intoxicating Liquor & Wine License
- w. Final Approval - MPCA Petroleum Tank Release Site File Closure -
- x. Final Approval - VIA Actuarial Solutions - Valuation of Other Postemployment Benefits (OPEB) Under GASB 75 for fiscal year ending 2024 - City of Blackduck
- y. Final Approval - Blackduck Fire Relief Association - 2023 Financial & Investment Reporting Entry (FIRE-23) - OSA
- z. Final Approval - Blackduck Fire Relief Association - 2023 Schedule Form for Lump-Sum Pension Plans (SC-23) - OSA
- aa. Final Approval - Quit Claim Deed between City of Blackduck and Blackduck Coop AG Services Inc. for railbank conveyance property
- ab. Final Approval - 2023-2024 LMCIT Workers Compensation Premium Dividend - POST Audit
- ac. Final Approval - City of Blackduck Analytics Report - blackduckmn.com
- ad. Final Approval - LMCIT 2024-2025 Property/Casualty 2nd half of Premium - City of Blackduck
- ae. Final Approval - 2025 General Corporate Licenses - Northern Amusement - 2025-01 & 2025-02

Laurie Hamilton moved to approve the consent agenda removing item 'h.' for further discussion  
Nicholas Seitz seconded the motion.

Carried 5 to 0

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

- af. Consent Agenda Items removed for further discussion - h. September Bill Batch  
Council member Johnson requested clarification of the large payments to LMCIT.  
Regas reports the payment is for the second half of the 2024-2025 Liability and  
Casualty Premium.

Donald Johnson moved to approve item 'h' September Bill Batch from the consent agenda Ronald  
Fredrickson seconded the motion.

Carried 5 to 0

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

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**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 to speak for the forum.

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

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

5.1.1. Report -

Lahr reports specials and promotions for the month of October including a Halloween Party; food specials, and Pink Michelob Ultra Taps to support Breast Cancer Awareness.

**6. ADMINISTRATOR'S REPORT**

- a. Council Approval Needed - Conditional Use Permit 2024-02 & Variance Permit 2024-01 - Larry Kampa - 164 Main St. South

Ronald Fredrickson moved to approve Variance Permit Application #2024-01 & Conditional Use Permit Application #2024-02 for 164 Main Street South Nicholas Seitz seconded the motion.

Carried 5 to 0

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

b. Council Consideration - Donation Request - Blackduck Area Toys for Kids - Erica Naughten

Erica Naughten provided an update on the 2023 event and plans for the 2024 event noting needing to raise up to \$12,000 to cover the toys and hats and mittens provided to registrants. Naughten stated a need to have a new location for wrapping the gifts, and staging.

Nicholas Seitz moved to provide a donation from the liquor rent fund of \$2,000 to the Blackduck Area Toys for Kids Donald Johnson 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 - Donation Request - Blackduck Senior Center - Shirley Ferrell

Shirley Ferrell provided an update on the recent need to update the flooring in the Blackduck Senior Center. Ferrell reports the Senior Center plans to move forward with a lesser expensive flooring choice which positions the Senior Center to not need a donation at this time. Ferrell further states the Center will need to replace window treatments and may return for a donation request for that project. Ferrell shared history from 1988 of City support for the Senior Center including the purchase of the lot the center sits upon and adjacent property that is now the Post Office parking lot for overflow parking for the Senior Center. The Blackduck City Council at this time with the support from the Senior Center agreed to hold off on a donation knowing the Senior Center has the funding for the flooring project. Nothing further.

d. Council Approval Needed - Donation Request - Blackduck Art and History Center - Rob Ingersoll

Ingersoll provided an update on the History and Art Center and stated after hearing other needs from the community this evening is removing the request for a donation from the City of Blackduck. Ingersoll provided updates on the History Center and took questions from the board members and public. Ingersoll expressed the appreciation of the support the City has provided the History Center in the past and currently.

e. Council Consideration - Adult-Use Cannabis Business Regulation

Regas provided a draft of the proposed ordinance for the City of Detroit Lakes for Adult-use Cannabis regulations and reports awaiting connection from Beltrami

County on the direction the County Ordinance will move ahead with.

- f. September 20 - November 4, 2024 - 2024 General Election Early Voting  
Regas provided information on how to register to vote and early voting.
- g. October 3-9 2024 @ 2pm - 2025 Special Revenue Fund Budget Meeting - Golf Course
- h. October 10, 2024 2pm - 2025 Special Revenue Fund Budget Meeting - Liquor Store
- i. October 16, 2024 2pm - Blackduck Planning Commission Meeting
- j. October 17, 2024 @ 3pm - 2025 Special Revenue Budget Meeting - Pine Tree Park, Cemetery, Water, & Sewer Funds
- k. October 21, 2024 @ 6pm - Blackduck City Council Work Session
- l. October 22, 2024 @ 9am - Blackduck Golf Board Meeting - Golf Course
- m. October 24, 2024 @ 9am - Blackduck Personnel Committee Meeting - City Hall
- n. October 31, 2024 @ 10am - 2024 General Election Healthcare Facility Voting
- o. November 4, 2024 @ 6pm - Blackduck City Council Regular Meeting
- p. November 5, 2024 - 2024 General Election - Polls Open 7am - 8pm

**7. MAYOR AND/OR COUNCIL MEMBER REPORTS**

- a. Citizen Complaint - Matthew Zaleski - Reading of the New Testament Event

**8. COMMUNITY EVENTS/GOOD THINGS HAPPENING**

**9. ADJOURNMENT**

- a.

Nicholas Seitz moved to adjourn the council meeting at 7:12pm Donald Johnson seconded the motion.

Carried 5 to 0

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

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City Administrator, Christina Regas

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Maxwell Gullette, Mayor