



# MINUTES

## Council Meeting

6:00 PM - Monday, January 5, 2026  
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, January 5, 2026, 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, and Council member Ronald Fredrickson
- COUNCILORS EXCUSED:** Councilor Donald Johnson and Councilor Laurie Hamilton
- STAFF PRESENT:** City Administrator Christina Regas, Assistant Liquor Store Manager Melissa Gullette, Public Works Director Mike Schwanke, and Director of Liquor Operations Shawnda Lahr
- OTHERS PRESENT:** Tim Ramerth, Widseth, Matthew Jedlika BDC ECC

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

- a.

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

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	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. December 18, 2025 Public Safety Committee Meeting Minutes
- b. December 18, 2025 KRLS Special Board Meeting Agenda Packet
- c. December 29, 2025 Blackduck Personnel Committee Meeting Minutes
- d. December 8, 2025 City Council Meeting Minutes
- e. December 2025 Fund Balance Report and Budgeted & Recommended Transfers -

*includes 2026 Bond Payments*

- f. December 2025 Bill Report
- g. December 2025 Sewer Income Statement
- h. December 2025 Water Income Statement
- i. December 2025 Pine Tree Park Income Statement
- j. December 2025 Lakeview Cemetery Income Statement
- k. December 2025 Golf Course Income Statement
- l. December 2025 Liquor Store Income Statement
- m. December 2025 Blackduck DMV Income Statement
- n. Q4 2025 General Fund Income Statement - pre-audit
- o. November 2025 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association
- p. Final Approval - December 2025 Business Credit Card Payment
- q. Final Approval - December 2025 EFT Disbursements for City of Blackduck payrolls supporting MN Statute §471.38 subd. 3 (3a)
- r. Final Approval - November 2025 Supplemental Bills
- s. Final Approval - Local Option Sales Tax Report - November 2025
- t. Final Approval - Board of Education Grant Reimbursement #1
- u. Final Approval - Second Half 2025 LGA, Small Cities Assistance, Class 4D1 Transition, & MV Credit - AG Payment - MN Dept. of Revenue
- v. Final Approval - 2026-01 Sewer Load Discharge Permit - Karl Dobmeier
- w. Final Approval - Municipal Advisor Client Disclosure with the City of Blackduck Pursuant to MSRB Rules G-10 & G-42
- x. Final Approval - January 2026 New Hires Report
- y. Final approval - City of Blackduck Analytics Report - [www.blackduckmn.com](http://www.blackduckmn.com)
- z. Final Approval - Widseth Recap of Engineering Services for 2025 for the City of Blackduck
- aa. Final Approval - GHI Final Contract Payment for Library Renovation Services Agreement for City of Blackduck
- ab. Final Approval - Revolving Loan Satisfaction - Nodak Group LLC
- ac. Final Approval - Deerwood Bank Certification of Adoption of Directors' Resolution for 2026
- ad. Final Approval - 2026 Revised Liquor Store Revenue and Expense Budget

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

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	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 Blackduck Forum.

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

**5.1. PUBLIC WORKS REPORT - MIKE SCHWANKE, PUBLIC WORKS DIRECTOR**

5.1.1. Report -

Schwanke had no updates to present in his report but stated his staff has been cleaning out the westend Liftstation weekly.

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

5.2.1. Report -

Lahr reports the department liquor income statement at year end looks good, all budgeted transfers for 2025 have been completed and the cash balance for 609 is in the positive allowing for the 2026 bond payment to be made successfully for the department. Lahr states hirings are up and the department will implement changes to the menu and hours of operation to the kitchen soon. Lahr states Chamber Bingo is scheduled in February, March, and April and there has been good traffic in town for ice fishing. Lahr reports year end inventory went very well and had CLA zoom in on January 2 instead of an in-person auditor. Lahr states inventory variances were minimal.

**5.3. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN**

5.3.1. Council Consideration - The Library Store Quote #944032 - Book Shelving Quote with Shipping

Regas provided a summary of the last quote for book shelving for the library and summarized recent updates to the project budget. Regas states final costs for flooring, painting, counters, etc. have not been billed out by the contractor and will wait on those before asking for final approval for the shelving. Regas states that the Friends of the Library have requested their funding set aside for the library from KRLS and the understanding from the branch manager is that funding will go towards the shelving. Regas will request final feedback from the Friends of the Library board members. Discussion from Council member Fredrickson regarding the logistics of the receiving of the shelving was discussed, Schwanke states city staff will assist when it ships.

**6. ADMINISTRATOR'S REPORT**

- a. Approval Needed - Resolution 2026-01 - A Resolution of Annual Appointments and Designations for 2026

Nicholas Seitz moved to approve Resolution 2026-01 Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette

For

Nicholas Seitz For  
Ronald Fredrickson For

- b. Approval Needed - Resolution 2026-02 - Resolution Acknowledging Donation from Blackduck Fire Relief Association

Ronald Fredrickson moved to approve Resolution 2026-02 Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette For  
Nicholas Seitz For  
Ronald Fredrickson For

- c. Approval Needed - Resolution 2026-03 - Resolution authorizing PERA contributions for qualifying part-time Police Officers for the City of Blackduck

Nicholas Seitz moved to approve Resolution 2026-03 Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette For  
Nicholas Seitz For  
Ronald Fredrickson For

- d. Approval Needed - Resolution 2026-04 - Resolution to appoint election judges for the 2026 state primary, state general elections, and municipal elections

Ronald Fredrickson moved to approve Resolution 2026-04 Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette For  
Nicholas Seitz For  
Ronald Fredrickson For

- e. Approval Needed - Resolution 2026-05 - Resolution Acknowledging Donation from Blackduck Fire Relief Association

Nicholas Seitz moved to approve Resolution 2026-05 Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette For  
Nicholas Seitz For  
Ronald Fredrickson For

- f. Approval Needed - Resolution 2026-06 - Resolution approving an excluded bingo license for the Blackduck Area Chamber of Commerce

Ronald Fredrickson moved to approve Resolution 2026-06 Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

- g. Approval Needed - City of Blackduck Conflict of Interest & Code of Ethics Policy for Elected Officials, Members of Boards, Commissions and Committees for 2026

Nicholas Seitz moved to approve the Conflict of Interest & Code of Ethics Policy for 2026 Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

- h. Report -  
Regas reports an update from USDA and Beltrami Electric regarding the RED-G loan approval. Regas states if the City of Blackduck chooses to move forward with the original project for City Hall, the City may receive that funding but must decide prior to October 2026.
- i. January 8, 2026 @ 1pm - Public Safety Committee Meeting - City Hall
- j. January 19th, 2026 Blackduck City Hall and DMV Closed in Observance of MLK Holiday
- k. January 26, 2026 City Council Work Session
- l. February 9, 2026 @ 6pm Blackduck City Council Regular Meeting

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

- a. Council member Fredrickson commends local businesses Anderson Agency, Northlander Gifts, and Anderson Quilt Store for keeping their sidewalks clear of snow and ice. Fredrickson further states how nice the newly updated exterior lighting on Anderson Quilt Store looks and is well received.

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

**9. ADJOURNMENT**

- a.

Nicholas Seitz moved to adjourn the meeting at 6:39pm Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

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City Administrator, Christina Regas

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Maxwell Gullette, Mayor