



# MINUTES

## Council Meeting

6:00 PM - Monday, March 9, 2026

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, March 9, 2026, 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 Laurie Hamilton, and Council member Ronald Fredrickson

**COUNCILORS EXCUSED:** Councilor Donald Johnson

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

**OTHERS PRESENT:** Tim Ramerth, Widseth; Tara & Ava Sutton, Crystal & Travis Wurl, Blackduck HS Trap Team; Joene Soltis and Gerritt Vigen, Blackduck Youth Bowling League; Gary & Mary Larsen, Anderson Quilt Store

### 1. CALL TO ORDER

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

### 2. APPROVAL OF AGENDA

- a.

Nicholas Seitz moved to approve the agenda with the addition of a donation request from the Blackduck Youth Bowling League to 7.a.1. Laurie Hamilton seconded the motion.

Carried 4 to 0

Maxwell Gulette	For
Nicholas Seitz	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. February 9, 2026 Blackduck City Council Meeting Minutes

- b. February 13, 2026 Kitchigami Regional Library Special Board Meeting packet -
- c. February 18, 2026 Blackduck Planning Commission Meeting Minutes
- d. February 23, 2026 Blackduck City Council Work Session Minutes
- e. February 26, 2026 Blackduck Fire Protection Area Annual Meeting Minutes
- f. February 27, 2026 Blackduck City Hall Committee Meeting Minutes
- g. February 2026 Fund Balance Report
- h. ~~February 2026 Bill Report~~
- i. February 2026 Sewer Income Statement
- j. February 2026 Water Income Statement
- k. February 2026 Pine Tree Park Income Statement
- l. February 2026 Lakeview Cemetery Income Statement
- m. February 2026 Golf Course Income Statement
- n. February 2026 Liquor Store Income Statement
- o. February 2026 Blackduck DMV Income Statement
- p. January 2026 LG216 Lawful Gambling Monthly Rent Report - Blackduck Relief Association
- q. Final Approval - February 2026 Business Credit Card Payment
- r. Final Approval - February 2026 EFT Disbursements for City of Blackduck payrolls supporting MN Statute §471.38 subd. 3 (3a)
- s. Final Approval - January 2026 Supplemental Bills
- t. Final Approval - Local Option Sales Tax Report - December 2025
- u. Final Approval - MN PFA Annual Compliance Packet for 2025
- v. Final Approval - Blackduck Golf Course 2026 Revised Expense Budget - Huntington Bank Golf Cart Lease
- w. Final Approval - Quitclaim Deed - State of Minnesota and City of Blackduck eCRV ID 1851003
- x. Final Approval - MN Dept of Education CPF Grant Reimbursement #2 - City of Blackduck Library Project -
- y. Final Approval - CWRP Cost & Effectiveness Certification Form MPCA - City of Blackduck - Clean Water Revolving Fund Program
- z.

Laurie Hamilton moved to approve the consent agenda with the removal of item 'h.' February 2026 Bill Report Nicholas Seitz seconded the motion.

Carried 4 to 0

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

- aa. Consent Agenda Items Removed for Further Discussion -  
h. February 2026 Bill Report

Council member Fredrickson requested details regarding payments to JPHI. Regas reports a new furnace was installed at the Fire Hall, and the Liquor Store required plumbing. Council member Fredrickson requested details regarding payments to MJB Home Center. Regas reports the Fire department washer and dryer required replacement.

Ronald Fredrickson moved to approve removed consent agenda item 'h,' Laurie Hamilton seconded the motion.

Carried 4 to 0

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

#### 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. **BLACKDUCK CITY HALL PROJECT**

- a. Council Consideration - Utility Cost Share request with Adjacent Land Owner - Business Owners Gary & Mary Larsen - Anderson Fabrics Quilt Shop

Larsen reports their business intentions to expand on their facility which posed issues with the electrical service to City Hall. Larsen states intentions to provide a utility easement to the City of Blackduck for the electrical service. Larsen is requesting approval from the City of Blackduck agree to pay to relocate the electrical service for City Hall. Larsen states the current service is on a pole near their building and that will have to come down and had no easement originally.

Regas states the approval of the location has not been priced out yet but needs to happen so Larsen's expansion can move ahead. Council member Fredrickson confirms that Larsen cannot build on the easement. Larsen stated that no building on the easement would be allowed, and the only other option is to jack the service under the sidewalk of which was too expensive.

Regas provided costs to retrofit the current electrical in city hall and relocate the panel. Council Fredrickson states those costs have nothing to do with running a new line. Larsen states the City could hook up temporarily in the lower level of City Hall before deciding to relocate the panel.

Regas states the business owners are seeking feedback from the City regarding assuming the cost in running the electrical to city hall. Mayor Gullette states as a good neighbor the City should assist another business owner and it should be done and paid for. Council member Hamilton agreed. Council member Fredrickson states being on a corner lot far away from the alley and the service puts the building in a position of needing the service run. Larsen states trenching the line should not cost much compared to the interior lines.

Council member Hamilton states the City has an obligation to help expand that area. Fredrickson states the City should get a cost estimate. Regas states that will be obtained. Fredrickson states the committee considering the future of the building, he would like to consider running the new service connect the service line to the existing

panel and consider the relocation of the panel at a later timeframe.  
Larsen states the easement has been signed and sent to Beltrami Electric.  
Regas confirmed the City will assume the cost of trenching and running new power service to City Hall. Mayor Gullette states yes.

- b. Council Consideration - Blackduck City Hall Electrical Relocation & Upgrade  
Council feedback states that the relocation & upgrade of the service will not happen at this time.
- c. Council Consideration - Re - Approval of USDA REDLG Loan - Beltrami Electric Coop extension Letter  
Regas provided the board the extension deadline. There was no further feedback from the City Council on the deadline.

## **6. REPORTS OF COMMITTEES AND CITY STAFF**

### **6.1. PUBLIC WORKS REPORT - MIKE SCHWANKE, PUBLIC WORKS DIRECTOR**

#### 6.1.1. Council Consideration - Review of Facility Plan & EIW for the City of Blackduck

Tim Ramerth states the Facility Plan & EIW will require a public hearing, resolution approval and review from the City Council. Regas will schedule the public hearing prior to the April Work Session and draft the resolution for approval on April 6th.

#### 6.1.2. Report -

Schwanke reports there has been water surfacing on Oscar Ave SW since last summer. Schwanke states after observing the road he has determined the water is surfacing from a spring. Schwanke states the water is not coming from a water main leak. Schwanke states the spring is finding the path it wants to surface from and opening the ground more may provide additional challenges.

Schwanke states his staff is preparing for the spring season, and Bessler Electric will be replacing the street light fixture on Main Street soon.

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

#### 6.2.1. Report -

Lahr reports the JPHI bills were partially for the beer tab drain which was old cast and is now repaired and updated without having to dig up existing flooring in the bar. Lahr states additionally JPHI rootered out the ladies floor drain.

Lahr states the response to the weekend bar breakfast has been good bringing in about \$1750 in food sales since starting.

Lahr states there is a DJ for St. Patrick's Day on March 13th and have had good attendance for Bar Bingo for the Chamber.

### **6.3. LAW ENFORCEMENT REPORT - JOSHUA ARHART, INTERIM POLICE CHIEF**

#### 6.3.1. March 16, 2026 @ 6pm - Public Hearing to Consider Contraction of Law Enforcement Services with Beltrami County Sheriff

Regas reports the public hearing has been published and attendance will include the Sheriff, Under-Sheriff, Police Chief, County and City Attorney.

Regas reports there will be a 2-page document to provide to those in attendance to review some talking points. Regas reports have good discussion with two school board members and some public input that has stopped in to city hall.

**6.4. GOLF COURSE REPORT - MISTY FRENZEL, GOLF COURSE DIRECTOR**

6.4.1. Report -

Regas reports Misty attended the Career Fair at the school last week and is working on contacting staff.

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

6.5.1. Council Information - MN Department of Education CPF Grant Reimbursement request #3 - City of Blackduck Library Project

Regas provided submitted request for reimbursement #3 that includes remaining construction from GHI and items from Grainger.

Regas reports the remaining items from the first furniture order from The Library Store has arrived and needs assembly. Regas reports Clarity Glass installed the new door today and just needs electrical run to it.

6.5.2. Council Information - KRLS change of Administration

Regas provided communication from the Blackduck Branch Manager that the existing KRLS Administration has changed.

6.5.3. Council Information - MN Department of Education CPF Grant Site Visit Compliance - April 8, 2026

Regas states representatives for the CPF Grant will complete a site visit for the facility on April 8.

**7. ADMINISTRATOR'S REPORT**

a. Donation Request - Blackduck High School Trap Club - Tara Sutton

Tara Sutton was present with Krista Wurl to request a donation for the Blackduck High School Trap Club. Sutton states the Spring season begins Tuesday and the team will be competing in three tournaments including state and nationals. Sutton is requesting a donation of \$2,050 to support the tournament costs.

Laurie Hamilton moved to approve a donation from the liquor rent fund to the Blackduck HS Trap Club of \$2,050 Nicholas Seitz seconded the motion.

Carried 4 to 0

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

b. Donation Request - Blackduck Youth Bowling League - Jolene Soltis

Soltis introduced the newly formed Blackduck Youth Bowling League. Soltis states recent support from the Blackduck Bowling Lane owner to have youth bowling in town. Soltis reports the League has been well received and has relocated a youth tournament from Bemidji to Blackduck that will be held April 17 & 18. Soltis is requesting a \$1,000 donation to support the league. Soltis states there will be many families coming to town for the tournament to give back to the community.

Nicholas Seitz moved to approve a donation of \$2,050 from the liquor rent fund for the Blackduck Youth Bowling League Laurie Hamilton seconded the motion.

Carried 4 to 0

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

- c. Council Approval Needed - Resolution 2025-20 revision 1 - Resolution adopting a schedule of fees and charges for various services, licenses, & permits for the City of Blackduck for 2026

Ronald Fredrickson moved to approve Resolution 2025-20 revision 1 amending the fee for public nuisance Laurie Hamilton seconded the motion.

Carried 4 to 0

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

- d. Council Approval Needed - LMCIT Liability Coverage Waiver Form for 2026-2027 City of Blackduck

Nicholas Seitz moved to approve the LMCIT Liability Coverage Waiver for 2026-27 waiving the tort limits Laurie Hamilton seconded the motion.

Carried 4 to 0

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

- e. Council Consideration - Beltrami SWCD Lower Red Lake Stormwater BMP Retrofit Project - City of Blackduck  
City Council members discussed the presentation and the retrofit and agreed to move ahead with a letter of intent to SWCD.
- f. March 18, 2026 @ 2pm - Blackduck Planning Commission Meeting
- g. March 23, 2026 @ 6pm - Blackduck City Council Work Session
- h. April 6, 2026 @ 6pm - Blackduck City Council Regular Meeting
- i. April 24, 2026 @ 1pm - Local Board of Appeal - Blackduck City Hall
- j. Press Release - Public Input Wanted as Beltrami County Updates Hazard Mitigation Plan
- k. Notice of Potential Strike Action - Beltrami County Public Works Employees
- l. Blackduck Area History & Art Center Notice
- m. Report -  
Regas reports on-site audit is complete and went well being closed to the public for three days. Regas states in future audit years the closure of city hall will continue as

it was much easier to complete all requirements for CLA during that time.

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

- a. Winter Fest in Kelliher - Mayor Gullette reports the event was well attended and HRDC plans to continue the event in new locations in future years.

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

**10. ADJOURNMENT**

- a.

Nicholas Seitz moved to adjourn the council meeting at 7:07pm Ronald Fredrickson seconded the motion.

Carried 4 to 0

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

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City Administrator, Christina Regas

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Maxwell Gullette, Mayor