



MINUTES

Council Meeting

6:00 PM - Monday, April 6, 2026

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, April 6, 2026, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

COUNCILORS PRESENT: Councilor Nicholas Seitz, Councilor Laurie Hamilton, and Council member Ronald Fredrickson

COUNCILORS EXCUSED: Mayor Maxwell Gullette and Councilor Donald Johnson

STAFF PRESENT: City Administrator Christina Regas, Public Works Director Mike Schwanke, Director of Liquor Operations Shawnda Lahr, and Golf Director Misty Frenzel

OTHERS PRESENT: Tim Ramerth & Steve Emery, Widseth; Mary & Gary Larsen, Anderson Quilt Store; Lori Lundberg & Meg Lien, Blackduck High School After Prom; Jon Ross, Svn One Bar LLC; Matthew Jedlika, BDC ECC

1. CALL TO ORDER

- a. Roll Call
Roll Call was taken by Christina Regas.
- b. Pledge of Allegiance
Vice-Mayor Fredrickson led the meeting with the pledge of allegiance.

2. APPROVAL OF AGENDA

- a.

Nicholas Seitz moved to approve the agenda as presented Laurie Hamilton seconded the motion.

Carried 3 to 0

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. March 9, 2026 Blackduck City Council Meeting Minutes
- b. March 16, 2026 Blackduck City Council Public Hearing Minutes
- c. March 18, 2026 Blackduck Planning Commission Meeting Minutes

- d. March 19, 2026 KRLS Board Meeting Packet including minutes from January 15th and February 13, 2026
- e. March 23, 2026 Blackduck City Council Work Session Meeting Minutes
- f. March 27, 2026 Blackduck City Hall Facility Committee Meeting Minutes
- g. March 18, 2026 Beltrami County HMP Planning Team Meeting #1 Summary & Documentation
- h. March 2026 Fund Balance Report
- i. March 2026 Bill Report
- j. March 2026 - Liquor Fund Vendor ACH Payments - CashWise
- k. March 2026 Sewer Income Statement
- l. March 2026 Water Income Statement
- m. March 2026 Pine Tree Park Income Statement
- n. March 2026 Lakeview Cemetery Income Statement
- o. March 2026 Golf Course Income Statement
- p. March 2026 Liquor Store Income Statement
- q. March 2026 Blackduck DMV Income Statement
- r. Q1 2026 Blackduck General Fund Income Statement
- s. February 2026 LG216 Lawful Gambling Monthly Rent Report - Blackduck Relief Association
- t. Final Approval - March 2026 Business Credit Card Payment
- u. Final Approval - March 2026 EFT Disbursements for City of Blackduck Payrolls supporting MN Statue §471.38 subd. 3 (3a)
- v. Final Approval - February 2026 Supplemental Bills
- w. Final Approval - Local Option Sales Tax Report - January 2026
- x. Final Approval - Fine and Fees paid 9th Judicial Court - Beltrami County for February 2026
- y. Final Approval - CLA Invoice #L261163581 including Out of Scope Audit Service Charges
- z. Final Approval - MN PCA Project Priority List - Wastewater Application - City of Blackduck
- aa. Final Approval - Beltrami Soil & Water Conservation District - City of Blackduck Letter of intent to participate in stormwater retention pond project
- ab. Final Approval - Right of way Easement between City of Blackduck and Beltrami Electric Cooperative
- ac. Final Approval - LMCIT Property Casualty Renewal Application Binder for 2026-2027
- ad. Final Approval - Beltrami Electric Coop Quote 17246 for electrical improvement services to Blackduck City Hall
- ae. Final Approval - Sanitary Sewer Discharge Permit 2026-01 - Bemidji Sewer & Waterworks
- af. Final Approval - 2026 Pine Tree Park Host Agreement - Beth Kucera
- ag. Final Approval - 2025 Drinking Water Report - Consumer Confidence Report for the City of Blackduck
- ah. Final approval - Ehlers Report on Potential Refunding of Existing Bonds for the City of Blackduck

- ai. Final Approval - 2025 Revised Statement of Work - CLA includes single audit requirement for RD loan
- aj. Final Approval - 2024 Statement of Work CLA - requirement for single audit for RD loan
- ak.

Laurie Hamilton moved to approve the consent agenda as presented Nicholas Seitz seconded the motion.

Carried 3 to 0

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 present for the Blackduck Forum.

5. REPORTS OF COMMITTEES AND CITY STAFF

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

5.1.1. Council Consideration - Debt Predictions for Lift Station Project 15 year estimation

Regas reviewed debt predictions for 15 years for the City Levy and Wastewater Fund. Regas states it would increase the levy. Regas provided a \$14,000 and a \$20,000 wastewater funded debt option to review. Regas' predictions allow for a 4% cost of living each year to the general fund. Regas is seeking feedback from the City Council to determine if the project is still feasible after reviewing debt predictions. Councilor Seitz states he sees the need to continue moving forward. Councilor Fredrickson asked what the life span of a lift station is. Schwanke states approximately 15-20 years. Councilor Hamilton states she is fine with the 15 year debt option. Regas states at this point there is nothing to vote upon, as the debt process moves ahead there will action needed.

5.1.2. Approval Needed - Professional Services Proposal - City of Blackduck Lift Station Rehabilitation Project - Widseth

Nicholas Seitz moved to approve the revised professional services proposal from Widseth Laurie Hamilton seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

5.1.3. Report
Schwanke reports his staff has been busy with snow recently, no further updates at this time.

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

5.2.1. Report -
Lahr reports March shows slower traffic for the bar and store and the brunch menu has been slow with recent weather. Lahr states Chamber Bingo will be on April 19; the department has had no major equipment issues. Nothing further.

5.3. GOLF COURSE REPORT - MISTY FRENZEL, GOLF COURSE DIRECTOR

5.3.1. Report -
Frenzel reports this year's seasonal hiring is completed; review of the course shows snow mold on one small area and deer damage but much better than last year. Frenzel believes the course will open early this year; there are tournaments scheduled for school teams in May, Spring Chicken, and Rubber Ducky Race.

5.4. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

5.4.1. Approval Needed - Quote for Services for Signage for Blackduck Library - Ross Lewis Sign Co.
Regas provided a quote for proposed new signage for the library facility.

Laurie Hamilton moved to approve the quote from Ross Lewis Sign Co. for new lit signage not to include electrifying the unit Nicholas Seitz seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

6. ADMINISTRATOR'S REPORT

a. Council Approval Needed - 2026 Intoxicating Liquor License Application - Svn One Bar LLC - 240 Summit Ave. W. - T. Ross
Regas states new owners of 240 Summit Ave have made application for an intoxicating liquor license; have completed the requirements for the license and requesting approval of the City. Councilor Fredrickson asked if the establishment will be a separate bar and not a restaurant. Ross states it will be much like a bar n grill with alcohol served. Fredrickson states he understands that food will be served at the location. Ross states absolutely, to have an intoxicating liquor license a certain amount of food must be served to qualify with the State of Minnesota, Fredrickson asks if the establishment will have a traditional bar and stools. Ross states there will be dining tables and a bar. Fredrickson asks if a Sunday Liquor License will be issued. Ross states yes. Fredrickson states the question is if the City approves of issuing an intoxicating liquor license to another establishment other than the municipal. Councilor Hamilton states having no issue approving the license. Fredrickson states Mayor Gullette wishes the Ross' well in their new business in

hopes it is as successful as possible. Fredrickson asks for input from the Director of Liquor Operations. Lahr states she believes that having another bar is a good thing - giving the public more choices. Lahr states it is good for the community. Hearing no further comment Fredrickson called for a vote on the motion.

Laurie Hamilton moved Request Approval of Intoxicating Liquor License and Prorate License Fees from Date of Opening to December 31, 2026 Nicholas Seitz seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

b. Council Approval Needed - Donation Request - Blackduck High School After Prom Committee - Meg Lien and Lori Lundberg

Lien reviewed the activities planned for the 31st after prom with the City Council and requested a donation to off-set costs for the event.

Nicholas Seitz moved to approve a donation from the liquor rent fund of \$1000 to the Blackduck Highschool After-Prom Laurie Hamilton seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

c. Approval Needed - Resolution 2026-09 - Resolution in support of adopting a facility plan for the wastewater system of the City of Blackduck

Laurie Hamilton moved to approve Resolution 2026-09 - a resolution in support of adopting a facility plan for the wastewater system Nicholas Seitz seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

d. Approval Needed - Resolution 2026-10 - Resolution approving an excluded Bingo License for the Blackduck Area Chamber of Commerce

Nicholas Seitz moved to approve Resolution 2026-10 - a Resolution approving an excluded Bingo License for the Blackduck area Chamber of Commerce Laurie Hamilton seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

e. Approval Needed - City of Blackduck City Hall Electrical Relocation & Upgrades

Laurie Hamilton moved to approve the quote from Bessler Electric - Option A and additional work on the off-peak system for Blackduck City Hall Nicholas Seitz seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

f. Council Consideration - Blackduck City Hall Project - Committee Recommendation

Regas requests feedback regarding the City Hall Committee recommendation to refuse the funding from Beltrami Electric Coop RDG Program. Councilor Seitz agreed the City should not move ahead with the original project and provide notice to BEC. Nothing further.

g. Council Consideration - Black Duck Statue Restoration Project - Review Project Budget & Consider Use of remaining Blandin Grant

Regas reports remaining funding from Blandin was \$8250 and plans to partner with the Fire Relief Project on the Fire Hall will utilize the funding for landscaping work and not erect a gazebo/shelter for the Duck Statue. Regas will provide the Relief Project plans at a future meeting to the board. Nothing further.

h. Council Discussion - Blackduck Police Department Community Feedback

Councilor Fredrickson asks for community feedback regarding the Blackduck Police Department. Board members had no further input at this time. Regas reports discussing with the City of Kelliher to partner with their city to fund the Police Department and not contract with the County. Regas states statue provides allowance to contract with other cities. Regas reports discussion with the City of Kelliher that the challenge to staff the department still remains. Nothing further.

i. April 20, 2026 @ 6pm - City of Blackduck Public Hearing - Wastewater System Improvements for the City of Blackduck

j. April 20, 2026 @ 6pm - Blackduck City Council Work Session

k. April 24, 2026 1pm - Local Board of Appeal & Equalization for the City of Blackduck

l. May 4, 2026 @ 6pm - Blackduck City Council Regular Meeting

m. ~~May 4, 2026~~ - 2025 Financial Audit Presentation - CLA - Corrected date of presentation will be June 8, 2026

n. Council Information - Upcoming Ordinance 2026-01 - An Ordinance Amending Section 1180 of the City Code relating to Local Option Sales Tax

Regas reports the City will pass Ordinance 2026-01 amending Section 1180 relating to local option sales tax establishing a termination date to allow for 90-day notification to MN Dept of Revenue in either quarter 3 or 4 in 2026. Nothing further.

o. 2026 KRLS Board Meeting Schedule

7. MAYOR AND/OR COUNCIL MEMBER REPORTS

a. Councilor Seitz commends the public works staff in the recent snow storm and snow removal. Seitz states the department did a great job.

Councilor Fredrickson states he took a complaint from a non-resident regarding the Pond serving brunch.

8. COMMUNITY EVENTS/GOOD THINGS HAPPENING

9. ADJOURNMENT

a.

Nicholas Seitz moved to adjourn the meeting at 6:51pm Laurie Hamilton seconded the motion.

Carried 3 to 0

Nicholas Seitz	For
Laurie Hamilton	For
Ronald Fredrickson	For

City Administrator, Christina Regas

Maxwell Gullette, Mayor