



MINUTES

Council Meeting

6:00 PM - Monday, October 5, 2026

City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, October 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 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:** Joe Pelawa Widseth, Diane and Richard McKean Madden Foundation

1. CALL TO ORDER

- a. Roll Call
Regas took roll call of those present to the meeting.
- 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. September 8, 2026 Blackduck City Council Meeting Minutes
- b. September 11, 2026 Blackduck Finance Committee Meeting Minutes
- c. September 18, 2026 - Blackduck Finance Committee Meeting Minutes
- d. September 21, 2026 Blackduck City Council Work Session Minutes

- e. September 24, 2026 KRLS Board Meeting Packet including July 16, 2026 Minutes
- f. September 24, 2026 Blackduck Finance Committee Meeting Minutes
- g. September 28, 2026 Blackduck City Council Special Meeting Minutes
- h. September 2026 Fund Balance Report
- i. September 2026 Bill Report
- j. September 2026 Liquor Fund Vendor ACH Payments - CashWise
- k. September 2026 Sewer Income Statement
- l. September 2026 Water Income Statement
- m. September 2026 Pine Tree Park Income Statement
- n. September 2026 Lakeview Cemetery Income Statement
- o. September 2026 Golf Course Income Statement
- p. September 2026 Liquor Store Income Statement
- q. September 2026 Blackduck DMV Income Statement
- r. Q3 2026 General Fund Income Statement
- s. Final Approval Needed - September 2026 Supplemental Bill Report
- t. August 2026 LG216 Lawful Gambling Monthly Rent Report - Blackduck Fire Relief Association
- u. ~~Final Approval - September 2026 Business Credit Card Payment~~
- v. Final Approval - September 2026 EFT disbursements for City of Blackduck payrolls supporting MN Statute §471.38 subd. 3 (3a)
- w. Final Approval - July 2026 Local Option Sales Tax Revenue
- x. Final Approval - 2026 Fire and Police State Aid
- y. Final Approval - Widseth Amended Professional Services Proposal Lift Station Improvements Project City of Blackduck
- z. Final Approval - MN Dept of Labor 2027 Minimum Wage increase - City of Blackduck
- aa. Final Approval - 2027 City of Blackduck Wage Scale
- ab. Final Approval - 2027 City of Blackduck Minicipal Liquor Store/Bar - DBA The Pond - Intoxicating Liquor & Wine License
- ac. Final Approval - 2027 City of Blackduck Minicipal Golf Course Intoxicating Liquor & Wine License
- ad. Final Approval - October 2026 New Hires Report
- ae. Final Approval - American Engineering Testing Proposal - Blackduck Lift Station Project
- af. Final Approval - City of Blackduck & Blackduck Fire Relief Association Pension Accounting Report 2026 GASB 68 for the City and 2025 GASB 67 for the Relief Association
- ag. Final Approval - WS Field Service bid for project
- ah. Final Approval - City of Blackduck PS03 Sanitary Sewer Collection Improvement project submission to MPCA Project Priority List
- ai. Final Approval - City of Blackduck PS01 Lift Station Rehabilitation Project submission on the MPCA Project Priority List
- aj. Final Approval - City of Blackduck Wastewater Treatment Plant Facility Plan Preliminary Approval MPCA

- ak. Final Approval - 2027 Mn Assumed Name Annual Renewal - Blackduck Municipal Liquor Store - The Pond - Office of the MN Secretary of State
- al. Final Approval - KRLS Special Board Meeting Agenda Packet - September 30, 2026
- am. Final Approval - MN POST Board mandated policy updates - Blackduck Police Department
- an. Final Approval - 2027 City of Blackduck Waste Removal Services - Jon's Refuse Solutions Inc.
- ao. Final Approval - Blackduck Library bookshelf Assembly and Installation Quote - Collin Green
- ap. Final Approval - City of Blackduck website analytics report - blackduckmn.com
- aq. Final Approval - Joint Powers Agreement - State of Minnesota and City of Blackduck Fire Department for Federal Background Checks
- ar. Final Approval - Melissa's Cleaning Service Contract 2027-2029
- as. Final Approval - Q3 2026 MN Paid Leave
- at.

Ronald Fredrickson moved to approve the consent agenda less item 'U' Final Approval - September 2026 Business Credit Card Payment Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

- au. Removed Consent Agenda Item 'U' - Final Approval - September 2026 Business Credit Card Payment
Council member Fredrickson asked what was purchased for \$1200 under operating supplies. Regas reports the purchase was for Fire Prevention Month of October and the Fire Kits for the school kids.

Ronald Fredrickson moved to approve removed consent agenda item 'U' - Final approval - September 2026 Business Credit Card Payment Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	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. REPORTS OF COMMITTEES AND CITY STAFF

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

5.1.1. Council Information - October 19, 2026 @ 5:30pm - Neighborhood Informational Meeting Notice - Wastewater Lift Station Improvements

Pelawa reports the neighborhood meeting notices have been sent out and will include information about the project in the area. Pelawa states there will be discussion on possible easements for the project with the property owners.

5.1.2. Report

Schwanke reports his team is closing up projects including removing the trees at the Library; the campground will be closed on October 19; and working on repairing one of the pumps at the wastewater ponds. Schwanke reports that an annual inspection of the condition of the city liftstations. Schwanke reports the inspection from Midwest Pump status of the city is that the City should do something soon as the lift stations and pumps are old. Schwanke states the 50hp pump at the wastewater ponds needs rebuilding and is 1987 if parts are available. Schwanke states the city is still irrigating the pump motor needs rebuilding or replacement which could cost \$7-10,000. Schwanke will let the council know what is resolved.

Councilor Fredrickson asked what the status of repairing the street lights on the west side of Summit Ave. Schwanke reports knowing of the issue and states those lights have old fuses for those lights he needs to correct. Fredrickson asked about the light on MnDot 71. Schwanke states that one is being addressed too.

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

5.2.1. Council Approval Needed - The Pond Gable Quotes - DK Builders

Council discussed the options for replacing the siding on the gable ends of the building and costs associated with the products. Regas provided pictures of the options showing the top two narrowed down to solid color shakes or board and batten. Fredrickson states he sees the board and batten option to be competing with the half-log siding and approves of the shake option #5. Lahr states she is not picky on option as long as it is replaced and doesn't let water in the building.

Ronald Fredrickson moved to approve Option #5 solid color shake siding for \$18,100 quoted by DK Builders Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

5.2.2. Report -

Lahr reports breakfast service has not been great for sales, the breakfast bowl has been the highest seller and the menu will have a few changes to it and keep moving forward until the end of the year. Lahr states a Halloween Party is on the calendar with a DJ and the staff is gearing up for Deer Season.

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

5.3.1. No report provided.

5.4. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

5.4.1. Council Information - Library Renovation Project update(s) and Project Budget
Regas provided the project budget sheet for review noting finding a contractor to assemble the shelving; tree removal costs; and gaining an estimate for an on-demand hot water heater in the bathroom to remove the large hot water heater and possible add a small kitchenette in the utility room. Fredrickson asked if there is a kitchenette in the utility room now. Regas states no just a counter, small fridge and microwave. Fredrickson asked if there is a sink now. Regas could not state. Schwanke states there is no sink in the utility room or mop sink.

6. ADMINISTRATOR'S REPORT

- a. Donation Request - Madden McKean Foundation - Richard McKean
Richard McKean presented the board with the Madden McKean Foundation and how the foundation has been doing since last year's donation. McKean stressed the organization has two chapters, one in Farmington and one in Blackduck. McKean states all the money raised stays in the chapter location and is given out to youth in the location. McKean provided a listing of businesses that have supported the foundation and where the funding is going. McKean stressed the organization stresses being good stewards of the community, being active in the community, teamwork, cooperation which is how Madden was. McKean states the Blackduck Chapter has given out 12 scholarships that are not based on GPA just write an essay and state how they will 'Live Like Madden'. McKean states the organization is looking for other ways to re-invest money raised.

Maxwell Gullette moved to approve a \$1,000 donation from the Liquor Rent Fund to the Madden McKean Foundation Nicholas Seitz seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

- b. Approval Needed - Resolution 2026-17 - Resolution establishing a meeting schedule for 2027

Nicholas Seitz moved to approve Resolution 2026-17 Ronald Fredrickson seconded the motion.

Councilor Fredrickson confirms January 11th is the earliest date the city can hold the council meeting that month and it is no violation to the ordinance. Regas states due to first Monday in January being the 4th and it is immediately after the Holiday there is no way to hold the meeting that early when businesses are closed on January 1st which is a holiday.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

- c. Council Consideration - Ordinance 2026-03 - An Interim Ordinance authorizing studies and imposing a moratorium on Data Center Development in the City of Blackduck

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

Fredrickson states if the city wants to study data centers for 12 months he would agree to that, but he does not think we are going to get any applications for data centers and after that time we have industrial properties in the city that are being under utilized and we should consider and disapprove applicants at that time. Fredrickson states the city did not need a moratorium put a marijuana distributing facility in the city but it is more controversial than a data center, but he can get behind studying the data centers for a year.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

- d. September 18 - November 2, 2026 - 2026 General Election absentee voting and HCF Voting
- e. October 19, 2026 @ 5:30pm - Neighborhood Informational Meeting - Wastewater Lift Station Improvements Project
- f. October 19, 2026 @ 6pm - Blackduck City Council Work Session
- g. October 21, 2026 @ 2pm - Blackduck Planning Commission Meeting
- h. November 3, 2026 - 2026 State General Election Day
- i. November 9, 2026 @ 6pm - City of Blackduck Canvassing Board Meeting
- j. November 9, 2026 @ 6pm - Blackduck City Council Regular Meeting
- k. Report -
Regas reviewed important dates for the council to be aware of and states the work session should have a draft of the law enforcement contract for review; and noted needing Bessler Electric to service the new electrical panel because the hot water heater was not hooked up when the service was moved. Regas further states the heat for the building is not working either and will have that serviced this week before it gets colder. Regas asked for a personnel committee meeting to review revised and new policies and finds a quorum could not be met. Regas asked for committee members to review the policy drafts and reply by email instead.

7. MAYOR AND/OR COUNCIL MEMBER REPORTS

8. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. United Way of Bemidji September 2026 Update

9. ADJOURNMENT

- a.

Nicholas Seitz moved to adjourn the council meeting at 7:41pm Ronald Fredrickson seconded the motion.

Carried 3 to 0

Maxwell Gullette	For
Nicholas Seitz	For
Ronald Fredrickson	For

City Administrator, Christina Regas

Maxwell Gullette, Mayor