



BLACKDUCK CITY COUNCIL MEETING

MONDAY JANUARY 9TH, 2017 6PM

REGULAR COUNCIL MEETING MINUTES

PUBLIC HEARING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:03p.m. January 9th, 2017. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

Councilors present: Mayor Patch, Councilors Stade, Kolb, and Molnar.

Councilors Absent: none

Staff Present: City Administrator Christina Regas, Police Chief Jace Grangruth, Liquor Store Manager Shawnda Lahr, and Public Works Supervisor Bob Klug

Others Present: Audrey Zimmerman Blackduck American, and Residents Jane Patch and Judy Krabbenhoft

APPROVAL OF AGENDA – Moved by Councilor Stade and seconded by Councilor Molnar to approve the agenda as written. Motion carried unanimously.

PUBLIC HEARING – Moved by Councilor Molnar and seconded by Councilor Kolb to close the public meeting and open the public hearing. Motion carried unanimously.

1. Description of Project and Grant – Administrator Regas described the DNR Outdoor Recreational Grant Program and the qualifying eligible facilities, the reason for the grant submission and the reason for the public meeting. Regas stated the need for community involvement for the grant submission.
2. Grant Application Plans – Klug reviewed a list of needed rehabilitated facilities at the Wayside Rest Park and the Pine Tree Park the City of Blackduck wishes to update and renovate. Klug stated the 50/50 required split could be labor and in kind. Some of the ideas to rehab would be new lighting at the Wayside Rest Park and a facelift to the ladies bathrooms and the wind break and wood chips at the playgrounds. Pine Tree Park needs bathroom facelifts and shower rooms. The campsites need new gravel and some fire rings, parking for the bathrooms so it is handicap friendly.
3. Community Involvement – Public comment was taken but no one in attendance at the meetings had input. Mayor Patch asked if the City could include the need for a landing dock for boats. Regas stated that although the need may be there with the deadline for the grant application being March 31st, 2017 there wasn't enough time to put together a solid application to include the option.

RE OPEN PUBLIC MEETING – Moved by Councilor Stade and seconded by Councilor Kolb to close the public hearing and reopen the public meeting. Motion carried unanimously.

CONSENT AGENDA – Moved by Councilor Molnar and seconded by Councilor Stade to approve the consent agenda items:

- a. December 5th, 2016 Council Meeting Minutes
- b. December 7th, 2016 Personnel Committee Meeting Minutes
- c. December 29th, 2016 Work Session Minutes
- d. December 14th, 2016 Blackduck Development Corp Meeting Minutes

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- e. December 14th, 2016 Planning Commission Meeting Minutes
- f. December 15th, 2016 Revolving Loan Committee Meeting Minutes
- g. January 5th, 2017 Blackduck Development Corp Meeting Minutes
- h. January 5th, 2017 Public Works Committee Meeting Minutes
- i. December 2016 Fund Balance Report & 2017 Gen. Ob. Bond payments
- j. December 2016 Bills
- k. YTD December 2016 Income Statements
- l. December 2016 Month End Remittance Report
- m. November 2016 LG216 Lawful Gambling Monthly Rent Report
- n. 2016 LMCIT Property/Casualty Insurance Dividend
- o. December 2016 New Part time Employee report
- p. 2016 Second Half LGA Payment
- q. Cancellation of Police Administration Agreement
- r. Liquor License 2017-01 – Blackduck Bowling Lanes
- s. Volunteer Fire Relief Association Investment Report Card – Blackduck Fire Relief year end

Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.

2016 ROAD IMPROVEMENT PROJECTS – Curt Meyer, WSN

1. Summit & Main Invoice – Regas provided the below invoice for council approval.
 - a. WSN Invoice #113635 – Water portion covered by PFA pay app #4
 - i. Regas reviewed with the Council the decision to pay for the balance of the invoice for the sewer portion in the amount of \$9,474.18 from the Sewer Replacement Reserve Fund from the December work session..

Moved by Councilor Stade and seconded by Mayor Patch to pay for the balance of the invoice of \$9,474.18 from the Sewer Replacement Reserve Fund. Motion carried unanimously.

PUBLIC WORKS REPORT – Bob Klug Jr., Public Works Supervisor

1. Public Works Vehicle Purchase – Klug presented to the council the summary of research done with the Public Works Committee to purchase a new Public Works Truck from Ranger Chevrolet in the amount of \$39,882.00. This quote includes a 9' 2" Boss Vplow on a 2017 2500HD crew cab with a 3 year/36,000 mile bumper to bumper warranty & a 5yr/100,00 mile powertrain warranty. Klug stated the decision to go with Chevrolet was due to Ford not including the back-up camera or the bed liner. This difference would total \$700. The warranty was better than Ford's warranty too.
 - a. Funding – Regas stated the committee agreed that the Lease with Purchase option was the best funding option and the City could take \$10,000 from the Public Works Reserve Fund at delivery then it would be financed for \$8,500 annually for 4 years and then the vehicle would be put on a depreciation schedule. The \$8,500 annual payment could be budgeted into the streets budget annually. The pricing offered on the vehicle is with government pricing and the savings is more than \$9,000.

Moved by Mayor Patch and seconded by Councilor Stade to move forward with the lease with option to purchase a 2017 Chevrolet 2500HD from Ranger Chevrolet with a down payment of

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\$10,000 from the Public Works Reserve Fund. Further discussion from Councilor Stade was the Chevrolet was the better option for the City. Mayor Patch called for further discussion, hearing none, and voting on the motion. Motion passed unanimously.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

1. Inventory recap – Lahr reported the annual inventory was completed at the Pond on January 1st and the numbers are coming in better than last year. The Variance amount was \$1,741. Typical receiving errors and transfer errors are typical issues. Councilor Stade asked how it compares to 2015. Lahr stated it is significantly better than when she started. Mayor Patch asked if the new software and POS helps and Lahr stated yes.
2. Super Bowl Party – The Pond will be holding a Super Bowl Party, Lahr stated they will be giving away a portable fish house (must be present to win). Regas asked if there will be some advertising print and radio will be reviewed for cost.
3. Vikings Game Days – Councilor Stade asked how the Vikings Games did for business. Lahr stated significantly better when they were winning. Councilor Stade asked if the Pond will do it again next season? Lahr stated that it might be better to just be open for the Sunday games regardless of who is playing. Mayor Patch stated the hours would look different then too. Mayor Patch asked if Wild games are worth being open? Lahr stated she does not get much request to change the televisions to the hockey games.

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

1. New Red Dot on the AR – Grangruth is ordering a Red Dot for the AR for better sights when it is used.
2. Digital Ally – The digital ally isn't working and he is battling to fix it. Grangruth has it working by hand but not remotely. It is a work in progress to have it fixed.
3. School Help –
 - a. Night Lock – security for the schools for safety in case of breaches is being looked into if the school wishes to move forward with them.
 - b. Trap Club – the club may be using the LEC for simulated shooting during the off season with a laser that is put through the shot gun.
 - c. Archery Shoot – working on archery in the school for leagues or education. Grangruth is volunteering his time to start the program out.
4. Training – Grangruth is working with Leech Lake Tribal for some free training for himself and Officer Jespersen.
5. Ambulance Calls – Grangruth is working with dispatch so that Blackduck PD is dispatched to medicals to assist with ambulance calls. There have been some issues and he is working through the issues.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

1. Annual Fire Protection Meeting – Regas reviewed with council the annual fire protection meeting held with the City, Fire Chief, and townships will be held on January 26th, 2017 at 6pm.

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

1. Golf Board Meeting – Regas reported the next golf board meeting is scheduled for January 24th, 2017 at 5:30pm at City Hall. Membership items will be sent out in a week. The golf credit card



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machine is at City Hall for the convenience to the returning members and new members to renew early.

LIBRARY REPORT – Alayna Nestberg, Head Librarian

No report submitted.

ADMINISTRATOR’S REPORT – Christina Regas, City Administrator

1. Resolution 2017-01 – Moved by Councilor Kolb and seconded by Councilor Stade to approve Resolution 2017-01 adopting a schedule of fees and charges for various services, licenses, and permits for the City of Blackduck. No discussion. Motion carried unanimously.
2. Resolution 2017-02 – Moved by Councilor Stade and seconded by Councilor Molnar to approve Resolution 2017-02 approving the annual appointments and designations for 2017. No discussion. Motion carried unanimously.
3. Resolution 2017-03 – Moved by Councilor Molnar and seconded by Councilor Stade to approve Resolution 2017-03 accepting signature card authorization to new City Mayor Patch. No discussion. Motion carried unanimously.
4. Resolution 2017-04 – Moved by Councilor Kolb and seconded by Mayor Patch to approve Resolution 2017-04 in support & authorization to submit grant application with the MN DNR for the Outdoor Recreational Grant Program. Councilor Stade asked if there was a dollar amount the City knows that will be requested. Regas did not have the number yet. No further discussion. Motion carried unanimously.
5. Resolution 2017-05 – Moved by Councilor Stade and seconded by Councilor Kolb to approve Resolution 2017-05 acknowledging a donation from the Blackduck Fire Relief Association for the Fire Department Special Equipment Fund. No discussion. Motion carried unanimously.
6. Council Meeting Reminders –
 - a. Council Work Session – January 23rd, 2017
 - b. February Council Meeting – February 6th, 2017

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

- a. Blackduck Development Meeting – January 11th, 2017 11am
- b. Blackduck Planning Commission Meeting – January 18th, 2017
- c. Blackduck Chamber Meeting – January 18th, 2017
- d. Blackduck Winter Fun Fest – February 18th, 2017

OTHER NEW BUSINESS – No new business.

ADJOURN – Moved by Councilor Stade and seconded by Councilor Molnar to adjourn the meeting at 6:43pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor