



# BLACKDUCK CITY COUNCIL WORK SESSION

THURSDAY DECEMBER 29<sup>TH</sup>, 2016 6:00PM

## WORK SESSION MEETING MINUTES

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**CALL TO ORDER:** The City Council of the City of Blackduck met in a scheduled work session at the City Hall at 6:00 p.m. on December 29<sup>th</sup>, 2016.

**Roll Call**

**Councilors present:** Mayor Lundberg, Councilors Stade, and Patch, Molnar

**Councilors Absent:** none

**Staff Present:** City Administrator, Christina Regas

**Others Present:** Jason Kolb

The meeting was called to order at 6:02pm the Pledge of Allegiance was not recited.

Topics covered in the work session were as follows:

**1. BLACKDUCK ROAD PROJECTS – Curt Meyer**

- a. WSN Invoice 113635 – Regas provided for council review the remaining balance of invoice #113635 from WSN. The sewer portion of the invoice for engineering and administration costs totals \$9474.18. Regas reminded council that DEED will not pay for engineering and admin and the City is responsible for those services. Regas provided a full summary of the costs paid by the City for the sewer services. Going forward into 2017 the City will need to control costs for the remaining work for the water and sewer project as there is no more funds coming in from DEED. Councilor Patch asked if there will be more costs when the project starts again. Mayor Lundberg stated that at the last work session the council was told that the estimated staking costs were already used up so the City will be on the hook for more costs for the sewer side. Regas stated that council will need to decide if assessments will happen once the project is completed. Regas recommends council pay the balance of the invoice from the Sewer Replacement reserves to keep the payments the same for 2016. Regas has concerns if something else in town breaks and the fund is depleted, then the City will have more issues. Mayor Lundberg asked if there will be available money to transfer from the Liquor store after year end. Regas stated that after December bills are paid the Liquor Store will not have more to transfer. Regas brought up the discussion regarding the difference between the Sewer Maintenance and Sewer Replacement Reserve Funds. Mayor Lundberg asked where those funds have come from in the past. Regas could not confirm the source of the Sewer Maintenance funds but assured the council it will be researched. Mayor Lundberg questioned if the fund sources are the same but a different name.

**2. RESOLUTION 2017-02 DRAFT – 2017 Annual Appointments**

- a. Resolution 2017-02 – Regas provided a draft for the 2017 Annual Appointments and Designations adding Councilor Molnar and incoming Councilor Kolb and removing Mayor Lundberg. After careful discussion and balancing committee members the councilor agreed to make the recommended changes. There will be an open seat remaining for the Park & Trail Board. Regas requested council seek out a local resident to fill the vacancy. There is still a vacancy on the Library Board.



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3. **REVOLVING LOAN FUND** – Meeting Updates
  - a. Duck In & Eat – Regas updated council on the last meeting of the Revolving Loan Committee with the owners of the Duck In & Eat and the loan with the City. There will be a follow up meeting on February 1<sup>st</sup>, 2017.
  - b. Blackduck Theater – Regas updated council on a conversation with the owner of the Theater and the loan with the City. At this time the owner is trying to sell the Theater. No further action is needed at this time.
4. **POLICE ADMINISTRATION AGREEMENT** – End of contract
  - a. Contract expiration with Wherley – Regas updated council on the police administration agreement with Officer Wherley, his commitments for his primary position with Koochiching County and how it affects his ability to serve the City of Blackduck. It was agreed to end the contract with Wherley and thank him for his service to the City.
5. **PUBLIC WORKS COMMITTEE MEETING** – January 5<sup>th</sup>, 2017 6pm
  - a. Committee Meeting – Regas requested council committee members to attend a scheduled meeting with other the members of the Public Works Committee to discuss the following topics:
    - i. Purchase of new Public Works Vehicle
    - ii. Five Year Road Plan
6. **ADJOURN** – Council adjourned their work session at 6:46pm.

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Christina Regas, City Administrator

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Rudy Patch, Mayor