



BLACKDUCK CITY COUNCIL MEETING

MONDAY, JULY 6TH, 2015 6PM

REGULAR COUNCIL MEETING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00 p.m. on July 6th, 2015.

Roll Call

Councilors present: Mayor Lundberg, Councilors Christenson, Loeken, Patch, and Stade

Councilors Absent: none

Staff Present: City Administrator Christina Regas, Liquor Store Manager Shawnda Kisner, Public Works Supervisor Bob Klug; Chief of Police John Wilkinson

Others Present: Blackduck American reporter Brityn Kiser

APPROVAL OF AGENDA - Councilor Christenson moved to approve the agenda as written seconded by Councilor Patch. Motion carried unanimously.

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

- a. June 8th, 2015 Council Meeting Minutes
- b. June 23rd , 2015 Work Session Meeting Minutes
- c. May 21st , 2015 Kichigami Regional Library Board Meeting Minutes
- d. June 2015 Fund Balance Report
- e. June 2015 General Fund Balance Transfer Request
- f. June 2015 Bills
- g. YTD May 2015 Income Statements
- h. June 2015 Month End Remittance Report
- i. May 2015 LG216 Lawful Gambling Monthly Rent Report
- j. June 2015 First Half Property Tax Settlement
- k. Revised Resolution 2015-02 – Annual Appointments approving new Library Board member Brock Howard
- l. Resolution 2015-09 - Approved Sale of forfeited parcel(s) for non-payment of property taxes
- m. Resolution 2015-10 – Resolution supporting Regional Park or Trail Designation for Pine Tree Park
- n. Resolution 2015-11 – Resolution supporting Regional Park or Trail Designation for the Blackduck Bike/Walking Trail
- o. Waiver Form approving NOT WAIVING the monetary limits on municipal tort liability.
- p. Request to Use City Property form – approval of form
- q. Council Work Session- July 30th, 2015 6pm

Motion carried unanimously.



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BLACKDUCK FORUM – No one present. No further action required.

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

1. Summit & Main WSN Invoice – Motion by Mayor Lundberg and seconded by Councilor Patch to pay \$1216.00 of invoice #103825 from the water sinking reserve fund and \$1216.00 from the sewer replacement reserve fund. Motion passed.
2. Frontage Road Improvements WSN Invoice – Motion by Mayor Lundberg and seconded by Councilor Patch to pay invoice #103827 in the total of \$1992.00 for surveying of Frontage and Pine from the Revolving Loan Fund. Motion passed.
3. Trees blocking view on Main Street North and Hwy 71 – Councilor Christenson requested Klug discover if the trees on either side of Main Street North & Hwy 71 that are blocking view of travelers are in the DOT right of way or City property and if they can be trimmed back. Klug stated he would look into the issue.

LIQUOR STORE REPORT – Shawnda Kisner, Liquor Store Manager

Kisner was present to report on the Liquor store activities of the last month. She reported how the wine category was down and that was due to several hard lemonade and tea sales are coded under beer. Kisner stated that the wine category will be reevaluated. Kisner reported that the pull pork sandwich sold in June went over ok but the hamburgers win over hands down. The wine scramble went really well and the Pond will do it again if asked. Councilor Christenson asked if there are any plans for the carpet at the Pond. Kisner reported that it has been cleaned and it is just at the end of its life and wore out. Councilor Loeken asked why the uncollectable checks line is so high on the income statement. Regas stated that the Pond is sitting on \$450 - \$500 in uncollectable checks NFS checks right now. Wilkinson stated that turning them into the county is still a long process. Kisner stated that not taking checks is not an option due to the aging community that frequents the Pond. Typically it isn't an issue.

LAW ENFORCEMENT REPORT – John Wilkinson, Chief of Police

Wilkinson was present to report on the ARMER radios need in the county. Beltrami County will be purchasing radios at a significant discount from the original bid of \$4500 plus programming costs and plans to include the City of Blackduck department. The radios for the squads the county found are \$1000 each plus \$200 programming cost. Wilkinson is requesting approval to purchase the 800 radios now with the existing budget in 2015. Regas stated that after the purchase of the new TASER, the equipment budget is down to \$0. If the department is smart in budget the remainder of the 2015 year, purchase of the radios totaling \$2400 can come out of the repairs and maintenance line of the department's budget. Purchasing these radios now would save up to \$8000 total. The city would have to purchase one portable radio for officer Nikle and could sell his old one. Councilor Christenson asked Wilkinson why he did not need a radio and he stated that his is ARMER capable and would just need to be reprogrammed. Councilor Christenson asked how much the second portable would run, Wilkinson stated that five years ago they were \$7500 but they have come down some. He will attempt to work that into the 2016 budget. Councilor Patch motioned to pay for the purchase of the radios at \$2400 seconded by Councilor Stade. Councilor Christenson asked where the funds would come from. Regas stated they would come out of the Police budget repairs to maintenance line from 2015. The department would not need to purchase tires for the new squad and that could offset the funds. Mayor Lundberg asked for more discussion and called for a vote. Motion passed.



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FIRE DEPARTMENT REPORT – Troy Gabrelcik, Fire Chief

No report given.

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

No report given.

LIBRARY REPORT – Nance Kunkel, Head Librarian

1. Kitchigami Regional Library Board representative – there is still a vacancy and there is no interest at this time.

ADMINISTRATOR’S REPORT – Christina Regas, City Administrator

1. Regas presented three donation requests for the Council to consider. Backwoods Bash, Blackduck Chamber of Commerce insurance, and Blackduck Summer Baseball Insurance.
2. Councilor Patch motioned to donate \$847 to the Blackduck Summer baseball program from the liquor rent fund to assist with the program’s insurance. Motion seconded by Mayor Lundberg. Motion passed.
3. Councilor Patch motioned to donate \$506 to the Blackduck Chamber of Commerce from the liquor rent fund to assist with the program’s insurance to assist with the Backwoods Bash events. Motion seconded by Councilor Stade. Further discussion about what the City has assisted with the Backwoods Bash in the past years. The Pond provides the band and public works provides other manpower as well. Mayor Lundberg called for a vote on the motion. Motion passed.
4. Regas stated that budget meetings for 2016 will begin happening in late July with all department heads.

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

1. Northwoods Habitat for Humanity – A Brush with Kindness orientation July 14th, 2015 at the Good Samaritan Community Room at 6:30pm and is open to the public.
2. Beltrami County’s Relay for Life – “Purple Kits” available at Security Insurance and Blackduck business are encouraged to participate July 7th – 11th.
3. Regas presented an article in the Minnesota Golf Digest that featured the Blackduck Golf Course. The article features 4-5 golf courses in the Northern part of Minnesota.

ADJOURN – Moved by Councilor Patch and seconded by Councilor Christenson to adjourn the meeting at 6:34pm. Motion carried unanimously.

Christina Regas, City Administrator

Daryl Lundberg, Mayor