



BLACKDUCK CITY COUNCIL MEETING

MONDAY DECEMBER 7TH, 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 6:00p.m. on December 7th, 2015.

Roll Call

Councilors present: Mayor Lundberg, Councilors Christensen, Stade, and Patch

Councilors Absent: Loeken

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

Others Present: John & Sally Lee

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

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

- a. November 9th, 2015 Council Meeting Minutes
- b. November 6 & 13th, 2015 Liquor Committee Minutes
- c. December 2nd, 2015 Work Session Minutes
- d. September 17th, 2015 Kitchigami Regional Library Minutes
- e. November 2015 Fund Balance Report
- f. November 2015 Bills
- g. YTD November 2015 Income Statements
- h. November 2015 Month End Remittance Report
- i. October 2015 LG216 Lawful Gambling Monthly Rent Report
- j. 2015 State & Supplemental Fire Aid Revenue
- k. December 2015 Second Half Property Tax Statement
- l. Final Approval of Part time new hires
- m. League of Minnesota Cities Insurance Trust – 2015-16 Premium Rates – review only
- n. Resolution 2015-17 – Resolution establishing a Meeting Schedule for 2015

Motion carried unanimously.

BLACKDUCK FORUM – no one present for the Blackduck Forum

2016 TRUTH IN TAXATION PUBLIC HEARING - Christina Regas – City Administrator

Mayor Lundberg postponed the regular council meeting at 6:15pm and opened the 2016 Truth in Taxation Public Hearing to order. Regas submitted to council and the public for review a report outlining The City of Blackduck 2016 Levy, LGA payment from the State of Minnesota, Tax Base information for the City, and the 2016 General Fund expenditures and revenue sources for the City. Regas stated that the levy for property taxes would not increase in 2016 but remain at \$210,000. Regas reported that LGA payment for 2016 would increase 1% to \$244,610.



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Estimated Market Value increased .95% to \$26,704,100 & Taxable Market Value increased .5% to \$22,025,600. Regas stated that increased need for filling vacant housing and growing new housing is necessary in 2016 and attracting new businesses to the City is crucial. Regas submitted the General Fund budget for review and open the floor for questions. Residents John & Sally Lee were present but did not ask any questions about the taxes as it was reported that the levy would not increase. They mentioned to council how important it is for the taxes not to increase as they struggle to pay their bills and their mortgage. Mayor Lundberg thanked the residents for their comments. Mayor Lundberg then closed the public hearing and reopened the regular council meeting at 6:20pm.

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

1. Summit & Main WSN Invoice – Motion by Councilor Christensen and seconded by Councilor Stade to pay \$448.00 of invoice #106784 from the water sinking reserve fund and \$448.00 from the sewer replacement reserve fund. Motion carried.
2. Mayor Lundberg asked if the City Engineer had been up locating the missing shut off valve for the wayside restrooms and in front of Frontage Rd. Klug stated that Meyer hadn't and that he would be in contact with WSN to verify.
3. Klug reported that Bruce Hasbargen was to come up and work with him to do a sidewalk survey on the roads being reclaimed in 2016. Beltrami County is doing ADA ramps on all the corners and will be looking for areas of sidewalks that need repairs.
4. Klug mentioned that renovations at the Pond had begun and the contractor had been working on tearing out the tile in the men's bathroom. Klug commented that his team removed the partitions in the men's room and the stage was torn out.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

1. Lahr was present to report on the renovations. The contractor found during the demolition that there was two levels of floor tile to remove and additional leveling the floor will need to take place before retiling. Lahr stated the Nensons were in to remove the old urinals and sink and needed to extend the water lines to accommodate the new plumbing.
2. Several events are happening at the Pond in December. A Customer Appreciation event will be held on December 23rd and for New Year's Eve the Acoustic Hics were booked.

LAW ENFORCEMENT REPORT – John Wilkinson, Chief of Police

Chief Wilkinson was present to report the switch to ARMER radios is tentatively scheduled for March. John stated that he is looking into if the City will need to replace both portables in the squad or just one. Chief Wilkinson mentioned that he and Matt had been very busy with calls this past week. No further action needed.

FIRE DEPARTMENT REPORT – Troy Gabrelcik, Fire Chief

Chief Gabrelcik submitted a letter for council to accept the resignation of Fire Fighter Joshua Grover based on medical issues. Councilor Stade moved to accept the resignation and Councilor Christensen seconded it. Motion carried.



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GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

Jim Andersen was not present. Regas reported that the Club house was rented by a family over the Thanksgiving weekend and was very pleased with the use of the facility for their party. Councilor Stade asked the procedure for renting the Club house now that we have no staff and Regas stated that she opened up the Club house for this party and closed up when they were finished.

LIBRARY REPORT – Nance Kunkel, Head Librarian

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. Resolution 2015-18 Approving Final 2015 Tax Levy, Collectable in 2016. Moved by Councilor Christensen and seconded by Mayor Lundberg to approve Resolution 2015-18. Motion carried.
2. SCDP Application WSN Invoice – Motion by Councilor Christensen and seconded by Mayor Lundberg to approve payment of WSN Invoice #10632 for \$1539.75 for pre-application services evenly between the Sewer Replacement Fund \$513.25; the Water Sinking Fund \$513.25; & the General Administrator’s Fund Professional Services \$513.25. Motion carried.
3. Pedestrian Trail WSN Invoice – Motion by Mayor Lundberg and seconded by Councilor Christensen to approve payment of WSN Invoice #106785 for \$413.50 for delineation services from the Liquor Rent/Community Development Fund as earmarked earlier in 2015. Motion carried.

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

- Home Buyer Education Course – December 5th, 2015 9-5:30pm Blackduck High School
- Winter Fun Fest & Stump Jumpers Drag Races – February 20th, 2016 Blackduck Lake

ADJOURN – Moved by Councilor Stade and seconded by Councilor Christensen to adjourn the meeting at 6:25pm. Motion carried unanimously.

Christina Regas, City Administrator

Daryl Lundberg, Mayor