

City of Blackduck  
Regular Council Meeting  
Monday, February 9<sup>th</sup>, 2015

The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00 p.m. on February 9th, 2015.

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

**Councilors Absent:** Stade

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

**Others Present:** Jillian Gandsey

The meeting was called to order at 6:00m and the Pledge of Allegiance was recited.

**Blackduck Forum**

None one present

**Approval of the Agenda**

Councilor Patch moved to approve the agenda as written seconded by Councilor Loeken. Motion carried unanimously.

**Consent Items**

Moved by Councilor Christenson and seconded by Councilor Patch to approve the following consent agenda items: Motion carried unanimously.

- January 5<sup>th</sup>, 2015 Council Meeting Minutes
- January 15<sup>th</sup>, 2015 Special Meeting Minutes

**Correspondence** - None

**Presentation of January Bills, Fund Balance Report, and Transfers, and 2014 YTD Income Statements through December.**

- Moved by Councilor Loeken and seconded by Councilor Patch to approve payment of Bill Report #1 in the amount of \$81,709.48 and Bill Report #2 in the amount of \$3,283.66 for the January bills and transfer recommended \$500 from the SCDP Revolving Loan Fund from the Deerwood account to the Wells Fargo account. Motion carried unanimously.
- Mayor Lundberg asked for a motion to transfer \$10,000 from the Liquor Fund to the General Fund. So moved by Councilor Christenson and seconded by Councilor Patch. Motion carried unanimously.
- December 2014 Income Statements; LG216 Worksheet for Lawful Gambling; Month End Remittance Report for December 2014 & January 2015; and January 2015 Short Settlement Property tax Statement for review only no further action needed.

**Administrative**

- **Resolution 2015-04 – Revised Meeting schedule for 2015** – Motion by Mayor Lundberg and seconded by Councilor Patch to approve the revised meeting schedule for 2015 to adjust for September’s Labor Day holiday. Motion carried unanimously.
- **Kitchigami Regional Library Representative** – there is still a vacancy no volunteers at this time. No further action required.

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- **Beltrami County Development Fund Grant** – letter from County Administrator was presented to council for review for the reason why the City of Blackduck did not receive the grant. No further action needed.
- **2014 Annual Audit by Miller McDonald** – field work to be completed the week of March 2<sup>nd</sup> – March 6<sup>th</sup> 2015. No further action needed.
- **Request for Work Session** – Work session for the Council will be scheduled on February 24<sup>th</sup>, 2015 at 5:30pm.

### Committee Reports

### Department Updates

#### *Public Works –*

- a. *MN Dept. of Natural Resources – 2015 Season Public Water Access Mowing Bid. Motion by Mayor Lundberg to bid \$650 for the water access mowing bid at Blackduck Lake access seconded by Councilor Christenson. Motion passes.*

#### *Liquor Store-*

- a. *Liquor Store Manger reported the new POS system is in and working well, and is an adjustment for the team.*
- b. *Councilor Loeken asked how the 11pm closing time on Monday and Tuesday is going. Kisner reported there has been some negative feedback on it. But it frees up a few more hours for the store and bar to have staff working when we there is more traffic.*
- c. *Regas requested a Liquor Committee meeting in March. A date will be set and notices sent out to the proper members.*

#### *Police Department-*

- a. *Chief Wilkinson provided 2013 & 2014 YTD calls for the councils review. Calls were down slightly in 2014 when short-handed before hiring Officer Nikle.*
- b. *Mayor Lundberg asked how the new patrol car is working for the department. Wilkinson noted it was working very well. It gets around very well in the winter and has been used off road on an assist for the county.*

#### *Fire Department-*

- a. *City Administrator reported to council that the annual meeting of parties was held on Jan. 26<sup>th</sup>, 2015 and submitted documents for their review. Regas reported that the townships that were in attendance requested that administration send out ballots to all towns and city's under the Fire Protection contract asking them to cast a vote whether they want the chargeable calls to remain in the KOPP formula in the future. Regas reported that those ballots will be cast at the town's annual meeting in March 2015 and required to be returned by March 30, 2015. Once returned at the Regular council meeting in April the topic will be brought to council for approval if passed or not.*
- b. *Councilor Christenson moved to approve the Final 2015 KOPP formula seconded by Councilor Patch. Motion passed.*
- c. *January 26<sup>th</sup>, 2015 Minutes from the Annual Meeting of Parties was presented for review only.*

#### *Municipal Golf Course- no report*

### “Good Things Happening”

- **Winter Fun Fest** – February 21<sup>st</sup>, 2015 – Regas gave an update on the events for the day.

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**Adjournment**

Moved by Councilor Patch and seconded by Councilor Christenson to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:23pm.

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Christina Regas, City Administrator

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Daryl Lundberg, Mayor