

City of Blackduck
Regular Council Meeting
Monday, January 5th, 2015

The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00 p.m. on January 5th, 2015.

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

Councilors Absent: Patch

Staff Present: City Administrator Christina Regas, Liquor Store Manager Shawnda Kisner

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 Christenson moved to approve the agenda as written seconded by Councilor Stade motion carried unanimously.

Consent Items

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

- December 8th, 2014 Council Meeting Minutes
- December 15th, 2014 Personnel Meeting Minutes – Performance Evaluation review
- December 16th, 2014 Special Meeting Minutes

Correspondence - None

Presentation of Bills, YTD Income Statements through November, and Fund Balance Report

- Moved by Councilor Loeken and seconded by Mayor Lundberg to approve payment of Bill Report #1 in the amount of \$162,609.96 the December bills and February 1st, 2015 Bond payments. Motion carried unanimously. Mayor Lundberg motioned to transfer remaining budgeted amount of \$17,500 from the Liquor Fund to the General Fund. Motion carried unanimously.
- November 2014 Income Statements; LG216 Worksheet for Lawful Gambling; Month End Remittance Report for November 2014; 2014 Property/Casualty Dividend; LGA/PERA Aid/MV Credit Payment; & Volunteer Fire Relief Association Investment Report Card for review only no further action needed.

Administrative

- **Swearing in of new City Officials** – Sam Christenson, Daryl Lundberg, and Kris Stade all took oath of office presented by City Administrator Christina Regas. No further action required.
- **Resolution 2015-01 – Adopting a Fee schedule for 2015** – Motion by Councilor Christenson and seconded by Loeken to approve the fee schedule for 2015. Motion carried unanimously.

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- **Resolution 2015 -02 – Designating Annual Appointments** – Motion by Councilor Christenson and seconded by Stade to approve the annual appointments for 2015. Motion carried unanimously.
- **Resolution 2015 – 03 – Acknowledging donation from the Blackduck Firemen’s Relief Association** – Motion by Councilor Christenson and seconded by Stade to approve a resolution accepting a donation of \$38,000 from the Firemen’s Relief Association for the Special Equipment Fund. Motion carried unanimously.
- **Kitchigami Regional Library Representative** – there is still a vacancy no volunteers at this time. No further action required.
- **Notice of Application for Authority to Provide Local Telephone Service** – review only no further action needed.
- **Request for Work Session** – Work session for the Council will be scheduled on January 15th, 2015 at 6pm.

Committee Reports

- **Public Works Committee meeting Request** – Committee meeting request set for January 13th, 2015 at 6pm.
- **Personnel Committee**
 - **Final Approval of 2015 wages for City Employees** - Motion by Councilor Loeken and seconded by Councilor Stade to approve the 2015 wage increase for City employees. Motion passed.
 - **Approval of Employee Expense Mileage Rate** – Motion by Councilor Christenson and seconded by Stade to approve the increase of the mileage rate to .56 cents per mile. Motion passes by a 3 to 1 vote.

Department Updates

Public Works –

- a. *Repurchase of Cemetery Deeds from Sheila Houle – Motion by Mayor Lundberg and seconded by Councilor Stade to repurchase three Cemetery Deeds from Sheila Houle for the amount of \$25.00 each. Motion carried unanimously.*

Liquor Store-

- a. *Quote for new POS for on-sale & upgrade for off-sale – Councilor Loeken revised her motion from the December 8th, 2014 meeting to approve the purchase of the new POS system for the Pond in the amount of \$11,269.36 to the new amount of \$12,537.21 to include the purchase of a tablet and an additional software license. Motion seconded by Councilor Christenson. Motion carried.*

Police Department-

- a. *No report submitted.*

Fire Department-

- a. *City Administrator reported an update on the City’s intentions for the installation of Knox Boxes on City Buildings. They will be installed on The Pond, and City Hall. No further action is required*

Municipal Golf Course- no report

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“Good Things Happening”

- Winter Fun Fest – February 21st, 2015
- Blackduck Job Fair – February 7th, 2015

Adjournment

Moved by Mayor Lundberg and seconded by Councilor Loeken to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:50pm.

Christina Regas, City Administrator

Daryl Lundberg, Mayor