

City of Blackduck
Regular Meeting
April 7th, 2014

The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00 p.m. on April 7th, 2014.

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

Councilors Absent: none

Staff Present: Liquor Store Manager Shawnda Kisner, Public Works Sup. Robert Klug Jr., Chief of Police Jon Wilkinson, Community Facilitator Ryan Grow, City Golf Manager Jim Anderson, and Fire Chief Troy Gabrelcik, City Administrator Christina Regas

Others Present: Jillian Gandsey, Andra Vaghn, Jeff Volk, Stacy Gross

The meeting was called to order at 6:08pm and the Pledge of Allegiance was recited.

Blackduck Forum

None.

Approval of the Agenda

Moved by Mayor Lundberg and seconded by Councilor Patch to approve the agenda as presented. Motion carried unanimously.

Consent Items

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

- Minutes from March 10th, 2014 10th 2014 Council Meeting
- Minutes from March 17th, 2014 Special Meeting

Correspondence - None

Presentation of Bills, Income Statements, and Fund Balance Report

Moved by Mayor Lundberg and seconded by Councilor Patch to approve payment of Bill Report #1 in the amount of \$73857.56, and payment of Bill Report #2 in the amount of \$4085.81 to approve for a total of \$77943.37; and approve fund transfers from the liquor store fund of \$60000.00 to the general fund & \$2500 from the liquor store fund to the golf course fund. Motion carried unanimously.

Administrative

- **Notice of Vacancy – city council member interest** –C. Regas stated there is one letter of interest from Sam Christensen. It was recommended by Mayor Lundberg to reach out and schedule a meeting with Christenson to discuss his letter of interest.
- **Stacy Gross – rental inspections rates & frequency’s** – Gross approached the council and asked for way to ask for a unified way to have the Snuested Apartments rental inspections reviewed by the MFHA inspections that the building is put through annually to alleviate the additional costs. It was recommended by Mayor Lundberg to have Gross submit a copy of the MFHA inspection list for the city inspector to review for duplicates before moving forward.
- **Rental Housing Inspection Ordinance amendment – Ordinance #2014-01** – first reading by council

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- **Fence Ordinance amendment – Ordinance #2014-02 – Deer management** – first reading by council.
- **Training requests** – Motion by Mayor Lundberg and seconded by Councilor Patch to send employees to the following training. Motion carried unanimously.
 - LMC 2014 Conference for C. Regas 6/18-6/20 in St. Cloud, MN cost = \$125 + hotel

Committee Reports

- **Planning Commission – Approval of Land use Permit #2014-01 – ISD #32** – new football tower – A. Vaghn & J. Volk announced a small size change to the original plans approved by the planning commission. Motion by Mayor Lundberg and seconded by Loeken to approve the land use permit with changes. Motion passes.
- **Personnel Committee** – C. Regas requested a meeting with the personnel committee to discuss seasonal employee hires. Planned meeting for April 21st, 2014 @ 6pm.

Department Updates

Public Works

- Public Works Supervisor –requested the purchase of parcel #81.00054.00 tax forfeited land from Beltrami County for \$1000. Motion by Patch and seconded by Loeken to purchase property. Motion passes.

Community Facilitator-

- Ryan Grow provided a report of programs. No further action is required.

Liquor Store-

- Shawnda Risner gave feedback on the new chairs that have been in the Pond for approx... 1 week.

Police Department-

- Chief Wilkinson – reported on the job applicants for the vacant Police Officer position and mentioned that the Panel Interviews would be held on May 8th, 2014.
- Chief Wilkinson – requested to be sent to training and gave the council a list to pick from. Motion by Patch and seconded by Stade to send Wilkinson to:
 - Active Shooter Training in Duluth May 28 & May 29
 - De-Escalation Techniques for MN Veterans in Bemidji April 9th motion passes.

Fire Department-

- Approval of Volunteer Firefighter Ryan Schocker – Chief Gabrelcik informed the council that the need for more volunteer fire fighters due to a number of the team working out of town of Blackduck and would like to raise our number to closer to 30 volunteers. He further stated that the purchase of equipment for the additional firefighters is costly (ex. SCBA is \$3000 per firefighter) but some of the cost can be taken care of by the Special Equipment fund. Motion by Stade and seconded by Lundberg to approve the hire of Schocker contingent upon background check. Motion passes.
- Contract between the City of Blackduck & the USDA Forest Service – Chief Gabrelcik brought the signed copy of the mutual aid agreement for review of the council. Chief also added he is in the process of attaining a Mutual Aid Contract with the State of MN as well.
- Fire Protection Contracts – Regas gave an update as to how many signed contracts were in. Currently have 6 signed contracts of the 11 townships. A letter was submitted by Jeff Wiebe Clerk of Hines Township asking for an extension of the expired 2013 fire contract so that parties can meet and negotiate further items. The letter asked for an August 31st, 2014 extension. It was moved by Patch and seconded by Loeken to extend service (not the contract) until May 9th, 2014. Further discussion by Lundberg asked for himself, Councilor Stade, and Administrator Regas to meet with parties of the townships to discuss their items on April 23rd, 2014 at 6pm. Councilor Patch asked that if an agreement cannot be met by that

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date that a letter is drawn up by the city of Blackduck terminating the township's service.
Motion passed unanimously.

Municipal Golf Course-

- Jim Anderson gave a report of new promotional items he is working on to drive membership and that he has been working on signing tournaments for the 2014 season.
 - Regas gave a report on the candidates that have been interviewed and stated that she would have new hires to discuss with the personnel committee.

“Good Things Happening”

- No discussion.

Adjournment

Moved by Mayor Lundberg and seconded by Councilor Patch Loeken to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:16pm.

Christina Regas City Administrator

Daryl Lundberg, Mayor