

City of Blackduck
Regular Meeting
March 10th, 2014

The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00 p.m. on March 10th, 2014.

Councilors present: Mayor Lundberg, Councilors Patch and Stade

Councilors Absent: Loeken

Staff Present: Liquor Store Manager Shawnda Kisner, Public Works Sup. Robert Klug Jr., Chief of Police Jon Wilkinson, Community Facilitator Ryan Grow, City Clerk Angel Bublitz

Others Present: Bob Klug Sr., Jillian Gillipsy, Morris Frenzel, Scott Long

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

Blackduck Forum

None.

Approval of the Agenda

Moved by Councilor Patch and seconded by Councilor Stade 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 February 10th 2014 Council 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 \$50,050.71, and an additional \$9800.22 in late bills to approve for a total of \$59,850.93. Motion carried unanimously.

Administrative

- **Annual Appointments for 2014** –Resolution #2014-06 moved by Councilor Patch and seconded by Mayor Lundberg to approve the changes to the 2014 annual appointments. Motion carried unanimously.
- **Signature Card for New City Mayor – Resolution #2014-07-** moved by Councilor Patch and seconded by Councilor Stade to approve the removal of Megan Gustafson from the Deerwood Bank signature card. Motion carried unanimously.
- **Kitchigami Regional Library Board Representative**-Still searching for a representative to participate as our KRLB representative.
- **Assessment Agreement between local unit & Beltrami county** – Motion by Mayor Lundberg and seconded by Councilor Patch to approve the city to use the County Assessor and pay Beltrami County the fee. Motion carried unanimously.
- **Mayor of Funkley Emil Erickson** – Motion by Councilor Patch to remove his email off the agenda due to his absence at two council meetings, seconded by Councilor Stade. Motion carried unanimously.

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- **Approval to hire full time Police Officer & post opening-** Motion by Mayor Lundberg and seconded by Councilor Stade to hire a replacement full time officer and post the job application.
- **Training requests** – Motion by Mayor Lundberg and seconded by Councilor Patch to send employees to the following training. Motion carried unanimously.
 - 2014 Safety & Loss Control workshop March 25, 2014 Jon Wilkenson
 - Banyon Data Systems conference April 22, 2014 Angel & Christina
 - 2014 MN Municipal Clerks & Finance Officers Assoc. April 28-May 2 Christina
- **Donation Requests** –
 - Blackduck Area History & Art Center – discussion was made on past suggestions of what to assist the center with and then tabled till next month
 - North Country First Responders – Morris Frenzel elaborated on how far they service; how many responders they have; they service addition to the ambulance service; how much it costs to get a responder set up = \$1500 on average; it was determined to table this request until the council can look into the funds more to determine if the City has the funds to donate.
- **Letter to Paul Bunyan communications** – authorization of access to Rogers Two way to provide access to the tower site.
- **Declaration of Special election Results public meeting** -to be held on March 17th, 2014 @6pm
- **Notice of Vacancy of City Councilor** – looking for anyone with interest

Committee Reports

- **Planning Commission** – Bob Klug Sr. spoke for the request by Steve Cochems of Anderson Fabrics to vacate Carl Ave. They would assume ownership of the water and sewer main, discussion of Cochems assuming all liability of it. Motion was made by Mayor Lundberg and seconded by Councilor Patch to vacate Carl Ave. to Anderson Fabrics. Motion carried unanimously.
- **Finance Committee** – release Sarah Huesmann property 224 Carlson Ave from small cities grant 5.5 years ago. Not all information was available. The decision was made to table the discussion until Christina Regas was back from vacation to discuss it then.

Department Updates

Public Works

- Public Works Supervisor – reported that there are still citizens with frozen lines and Bob advises people to still continue leaving their water running. More service lines are freezing, and then some sewers are freezing too. Angel reports 38 people on the list with water running.

Liquor Store-

- Request for purchase of Fire Safe – motion made by Councilor Patch and seconded by Councilor Stade to purchase a fire safe from Bemidji Office Supplies for the amount of up to \$1100.00. Motion carried unanimously.
- Bar Stools purchase requests – Shawnda requests the council approves the purchase of new bar stools to replace the old ones that cannot be repaired that were purchased back in 2003. Only 30 stools are left on the floor 10 of which should come off the floor now for safety reasons. Motion made by Mayor Lundberg and seconded by Councilor Patch to order 12 bar stools at \$95.61 each. Motion carried unanimously

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- Mayor Lundberg motioned to make a transfer of \$20000 from the liquor fund to the general fund seconded by councilor Patch. Motion carried unanimously.

Police Department-

- Jon Wilkinson reports a few changes on the job description posting for the full time position. He has done some preliminary research on looking at the purchase of a new squad. Must need to look into when LGA funds are allocated to assist with purchase.
- Councilor Stade motioned to keep Joshua Arhart as part time officer seconded by Councilor Patch. Motion carried unanimously.

Fire Department-

- Fire contracts have to be monitored as they come in. City of Tenstrike turned in their signed contract. Mayor Lundberg states that some townships may not want to sign the contracts as they are written now, and there may be some more discussion needed in the future with the Chief.

Municipal Golf Course-

- Angel stated that the rate sheets were redone for Jim, and also meet with Christina for putting in job applications for summer help.

Community Facilitator-

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

“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 7:22pm.

Christina Regas City Administrator

Daryl Lundberg, Mayor