



# BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY, MARCH 25, 2019 @ 7:00PM

WORK SESSION MEETING MINUTES

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**CALL TO ORDER:** The City Council of the City of Blackduck met in a scheduled work session at the City Hall at 7:00PM on March 25, 2019.

**Roll Call**

**Councilors present:** Councilors Moore, Sellon, and Gullette

**Councilors Absent:** Mayor Patch, Councilors Kolb

**Staff Present:** City Administrator, Christina Regas

**Others Present:** none

The meeting was called to order at 7:00pm the Pledge of Allegiance was not recited.

Topics covered in the work session were as follows:

**OLD BUSINESS –**

1. Housing Rehab Return of funds – nothing discussed
2. City of Blackduck City Wide Tour – Council was reminded of the tentative date of
3. Blackduck HRA & EDA – nothing discussed.
4. Natural Gas – nothing discussed.

**NEW BUSINESS –**

1. 2018 Post Audit Trial Balances and report of 2018 Fire Aid paid – Regas supplied to Council a post audit trial balance for 2018 showing fund excess and losses for the year. Regas supplied a more detailed report on just the general fund by department to show where the 2018 excess department remains. Regas reported the 2018 State Fire aid was received in March of 2019 and adjusted the excess for the administration expenditures to reflect a true excess or carry over of \$34,285.77. Regas stated the trial balance is used for many reasons but it is primarily used for the Police and Fire budgets. Regas recommended Council consider utilizing a portion of the General Fund 2018 excess to pay for assessments on the Wayside Rest park for the Frontage Rd and Summit Ave. and for the Liquor fund to utilize excess for their committed assessments. Regas further recommended a portion of the excess from the general fund from the fire department budget be moved into fire reserves.
  - a. Library budgets – Councilor Gullette discussed the budget for the library noting the library board has met and has very little funds to replace their copiers and hardware. Gullette noted some of the projects the library does is paid for with fund raising. Regas asked for the date of the next library board to assist the board with budgeting. Gullette stated it is the third Tuesday each month @ 6:00pm.
2. Beltrami County Highway Department CSAH 2019 Projects & Municipal Responsibility – Regas reported two engineer's estimates from Beltrami County Highway for mill and overlays being completed on CSAH 92 & 47 in 2019 with a municipal responsibility totaling \$7,710.00. Regas and Klug spoke with Hasbargen from the County reporting to him that the City hasn't been responsible for these fees in the past and the City doesn't have the funding set aside to cover the costs. Hasbargen reported to Klug the options for Blackduck would be to pay for the costs in 2019; be invoiced for the costs in 2020 giving the City time to levy for the costs; or speak to the County board requesting the costs be covered. Regas reported the City met with Commissioner Sumner regarding the costs requesting they be covered. Commissioner Sumner stated the road improvements are part of the County 5-year plan but he could meet with the rest of the board and report back to Blackduck. Regas stated it was still a work in progress.



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3. 2019 Pine Tree Park Campground Host – Regas reported to Council the City campground will have a park host in 2019 beginning on around May 6, 2019.
4. 2019 After Prom Donation Request – Regas reported the after-prom committee is requesting a donation from the City Liquor Rent fund. Regas will provide to Council a history of what the City has donated in the past for consideration at the April 4, 2019 council meeting. Councilor Gulette stated that Sandy and Richard Lien do a lot to help make this event great for the kids and if the funds raised do not get spent in 2019 then remaining funds are held over for future year events. Regas stated the Council would have a history of donations made to this organization to review during the April Council meeting for consideration. Nothing further.
5. Cemetery Ordinance Revision – Regas reported the City is in the process of revising the Cemetery Ordinance and would have more to report at a later date. Regas stated there are some outdated regulations that the City should update. Nothing further.
6. Blackduck Child Care Coalition – County Presentation – Regas reported the City will be reporting to the County board April 16, on the successes of the Blackduck Child Care Coalition and the challenges in the Blackduck area expanding on childcare providers. Regas further reported the funds received from the DEED Grant in 2017 since no providers in the Blackduck area applied for any funds the money will open up to the entire 12 county region served by the Northwest Minnesota Foundation. Regas stated Blackduck providers are still eligible to receive the forgivable and low interest loans if the Council has any providers they know can benefit. Regas stated there are several uses for the grant dollars and it is very disappointing the coalition was successful being awarded the funds but no one applied for it. Councilor Gulette asked for clarification of how the loans are ‘forgivable’. Regas stated that once the recipient receives the loan, he/she must operate their childcare business for a number of years prior to the forgiveness beginning. Regas continued stating after a number of years the loan is completely forgivable and will not need to be repaid back.
7. Elected Officials Conference Recap -
- 8.

**ADJOURN** – Council adjourned their work session at 8:30pm.

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Christina Regas, City Administrator

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Rudy Patch, Mayor