



1. **CALL TO ORDER** – Mayor Rudy Patch
 - a. **Pledge of Allegiance**
 - b. **Roll Call**

2. **APPROVAL OF AGENDA**

3. **CONSENT AGENDA** –*All items listed under the Consent Agenda, unless removed from the Consent Agenda shall be approved by one Council motion.*
 - a. **March 5th, 2018 Council Meeting**
 - b. **March 13th, 2018 Golf Board Meeting Minutes**
 - c. **March 14th, 2018 Blackduck Development Corp. Meeting Minutes**
 - d. **March 28th, 2018 Planning Commission Meeting Minutes**
 - e. **March 2018 Fund Balance Report**
 - f. **March 2018 Bills**
 - g. **YTD March 2018 Income Statements**
 - a. **Water, Sewer, Pine Tree Park, and Golf Course**
 - b. **Liquor Store**
 - h. **March 2018 Month End Remittance Report**
 - i. **February 2018 LG216 Lawful Gambling Monthly Rent Report**
 - j. **March 2018 Revolving Loan Fund Bills**
 - k.

4. **BLACKDUCK FORUM** – *Visitors may share their concerns with Council on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. No action will be taken at the time.*

5. **BLACKDUCK ROAD PROJECTS** – Curt Meyer, City Engineer

6. **PUBLIC WORKS REPORT** – Bob Klug Jr., Public Works Supervisor
 - a. **Request for Private Sewer & Water – Karl Erickson & Sue Rasmussen for 559 Croswell Ave. NW**

7. **LIQUOR STORE REPORT** – Shawnda Lahr, Liquor Store Manager

8. **LAW ENFORCEMENT REPORT** – Jace Grangruth, Police Chief

9. **FIRE DEPARTMENT REPORT** – Brian Larson, Fire Chief

10. **GOLF COURSE REPORT** – Jim Andersen, Golf Course Superintendent
 - a. **Golf Board Meeting – April 17th, 2018 @ 3:00pm**

11. **LIBRARY REPORT** – Kelly Hanks, Head Librarian

12. **ADMINISTRATOR'S REPORT** – Christina Regas, City Administrator
 - a. **Donation Request – 2018 Blackduck High School After Prom**

- b. [Donation Request – 2018 Blackduck Summer Baseball](#)
- c. [2018 Liability Coverage Waiver Form – approval needed](#)
- d. [Resolution 2018-07 – Resolution in support of the public sale of Tax forfeited parcels](#)
- e. [Land Division Request – Parcel 81.00489.00 & City of Blackduck Parcel 81.00324.01 – Mystical Enterprises Owner Mike Rice – Final approval needed](#)
- f. [Annual Elhers Refunding Opportunities for existing bonds – informational only](#)
- g. [MPCA Report for Site 288 Main Street N. – follow-up vapor intrusion investigation - information](#)
- h. [County request for consideration of Township consideration to the Northern MN Veterans Home](#)
- i. [Reminder April 16th, 2018 Public Hearing –](#)
- j. [Reminder April 25th, 2018 Revolving Loan Fund Committee Meeting -](#)
- k. [Reminder May 7th, 2018 Council Meeting](#)

13. COMMUNITY EVENTS/GOOD THINGS HAPPENING –

- a. [Blackduck Development Corporation Meeting –April 11th, 2018 @ 11:00am](#)
- b. [Blackduck Chamber Meeting – April 18th, 2018 Noon @ The Pond](#)
- c. [Blackduck Planning Commission Meeting – April 18th, 2018 @ 2pm](#)

14. ADJOURN



BLACKDUCK CITY COUNCIL MEETING

MONDAY MARCH 5TH, 2018 6PM

REGULAR COUNCIL MEETING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in Regular Session at Blackduck City Hall at 6:00p.m. March 5th, 2018. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

Councilors present: Mayor Patch, Councilors Sellon, and Kolb

Councilors Absent: Molnar

Staff Present: City Administrator Christina Regas, and Chief of Police Jace Grangruth

Others Present: Jordan Shearer Blackduck American

APPROVAL OF AGENDA –Moved by Councilor Sellon and seconded by Mayor Patch to approve the agenda as submitted. Motion carried unanimously.

CONSENT AGENDA – Moved by Councilor Kolb and seconded by Councilor Sellon to approve the consent agenda as submitted:

- a. February 5th, 2018 Council Meeting
- b. February 8th, 2018 Liquor Committee Meeting Minutes
- c. February 14th, 2018 Blackduck Development Corp. Meeting Minutes
- d. February 15th, 2018 Public Works Committee Meeting Minutes
- e. February 20th, 2018 Golf Board Meeting Minutes
- f. February 21st, 2018 Planning Commission Meeting Minutes
- g. February 2018 Fund Balance Report
- h. February 2018 Bills
- i. YTD February 2018 Income Statements
 - a. Water, Sewer, Pine Tree Park, and Golf Course
 - b. Liquor Store
- j. February 2018 Month End Remittance Report
- k. January 2018 LG216 Lawful Gambling Monthly Rent Report
- l. February 2018 Revolving Loan Fund Bills
- m. Pepsi NEI Bottling 3-year Fountain Contract – Final approval
- n. Sanitary Sewer Discharge Permit #2018-01 – Final approval

Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.

BLACKDUCK ROAD PROJECTS – Curt Meyer, WSN

No report submitted.



BLACKDUCK CITY COUNCIL MEETING

MONDAY MARCH 5TH, 2018 6PM

REGULAR COUNCIL MEETING MINUTES

PUBLIC WORKS REPORT – Bob Klug Jr., Public Works Supervisor

No report submitted.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

No report submitted.

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

1. Report – Chief Grangruth reported the need to purchase a new portable radio for the department. Grangruth supplied quotes on two models one from Tait and one from Motorola. Grangruth recommended purchasing the Tait brand as in his experience it will last longer.
 - a. Moved by Mayor Patch and seconded by Councilor Kolb to purchase a new portable Tait radio with programming for \$3,131.00 from the Police Department equipment line. Further discussion by Mayor Patch requested the warranty details. Grangruth reported the Motorola has a one-year and Tait a two-year. Grangruth reported that both models are compatible with the service from County Dispatch. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.
2. Law Enforcement Mutual Aid Agreement – Chief Grangruth introduced a Mutual Aid Agreement for Law Enforcement that all regional agencies will be approving. Grangruth reported the potential need for mutual aid in case something large scale happens. Grangruth stated that the Blackduck Police Department will assist when and with what staff is available if and when something happens. Grangruth recommended Council moves forward with approving the agreement and adopting a resolution in support of the agreement.
3. Resolution 2018-06 – Resolution in support of a mutual aid agreement for law enforcement assistance – Moved by Mayor Patch and seconded by Councilor Sellon to approve Resolution 2018-06. Further discussion by Councilor Sellon explained the additional need for support could be for any large-scale incident if needed regardless of the location. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

1. Final Approval of Leave of Absence for Volunteer Fire Fighter Kevin Shofner for one-year effective February 16th, 2018 – Moved by Mayor Patch and seconded by Councilor Sellon to approve a recommended leave of absence for Volunteer Fire Fighter Kevin Shofner for one-year. Motion carried unanimously.

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

1. Golf Board Meeting – February 20th, 2018 @ 3:00pm

LIBRARY REPORT – Kelly Hanks, Head Librarian

1. Final Approval of Kitchigami Regional Library Blackduck Board Position – Kendra Murray
Moved by Councilor Sellon and seconded by Councilor Kolb to approve Kendra Murray to be appointed to the Kitchigami Regional Library Board position. Motion carried unanimously.

ADMINISTRATOR'S REPORT – Christina Regas, City Administrator

1. Resolution 2018-05 – Resolution in support of closing Wells Fargo account #1914101553 and transferring public funds to a Deerwood Bank Checking Account – Moved by Councilor Sellon and seconded by Councilor Kolb to approve Resolution 2018-05 with a change to the date of May



BLACKDUCK CITY COUNCIL MEETING

MONDAY MARCH 5TH, 2018 6PM

REGULAR COUNCIL MEETING MINUTES

16th for when the Wells Fargo closing date is scheduled to occur. Regas reported the cost savings to the City of Blackduck to move all depository funds to Deerwood bank would be in the public's best interest. Councilor Sellon asked if Deerwood Bank would charge the City of Blackduck more in fees. Regas reported no. Councilor Sellon stated he believes it is important to support the local bank. Regas reported Deerwood bank will be able to support the collateral for the City. Hearing no further discussion on the motion Mayor Patch called for a vote on the motion. Motion carried unanimously.

2. Resolution 2018-02 – Resolution of annual appointments and designations for 2018 revised – Moved by Councilor Kolb and seconded by Councilor Sellon to approve revisions to Resolution 2018-02 supporting changes to the Depositories and Library Board appointees. Motion carried unanimously.
3. Donation Request – 2018 Blackduck High School First Robotics Team- Moved by Mayor Patch and seconded by Councilor Kolb to donate \$250 from the Liquor Rent Fund to the 2018 Blackduck High School First Robotics Team. Discussion by Mayor Patch confirmed the balance of the fund has enough to support an additional donation. Regas confirmed yes. Mayor Patch asked how many students can participate. Regas did not know. Regas reported the team has several other sources of donations. Mayor Patch voiced his concerns regarding the number of students it can affect versus a larger amount. Regas reminded Council that in previous years the City donated to the Easter Egg Hunt and that too had restrictions on ages of kids. Councilor Kolb was in favor of the \$250 donation level. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.
4. County request for consideration of Township consideration to the Northern MN Veterans Home – Regas supplied a letter for Council to discuss contributing a pledge amount to support the Northern Minnesota Veterans Home. Regas fielded several questions from the Council based on conversations with County Administrator Kay Mack. Regas stated that although the City of Blackduck would approve a pledge amount for the match, funding would still need to be approved at the Legislature, and if the funding at the State was not approved then the pledged amount would not be needed. Regas explained the specialty need for the Veterans Home. Regas encouraged Council to reach out to the County Commissioners for further information. Councilor Sellon requested Regas ask for a commissioner attend a work session or council meeting to answer more questions. Mayor Patch asked when the pledges needed to be made. Regas stated the sooner the better to improve the request of funds from the State. Nothing further at this time.
5. 2018 Election Equipment Grant Approval Blackduck Match final amount for 2019 Levy – Regas reported the final City match for the 2018 election equipment after state grant approval. Regas reported the Blackduck match is \$3,004.25 and will not be levied until 2019. Nothing further.
6. Annual Letter from Blackduck Area History & Art Center – Regas supplied an annual letter from the Blackduck Area History and Art Center for donations and reminded the Council the City annually supports the Center by offsetting the cost to their property insurance. Nothing further.
7. 2018 MCFOA Conference March 20-23, 2018 – Christina Regas - no action needed.
8. Request March 19th, 2018 Work Session – Regas reported Mayor Patch is recommending the Council not meet every month for work sessions unless needed. Mayor Patch asked for feedback from Council Members. Councilor Sellon recommended only moving work sessions to months that have a heavy work load. Councilor Kolb was in favor of the as-needed meetings. Regas requested the Council not hold a work session in March as she will be in attendance to the MCFOA Conference. All Council was in favor. Councilor Kolb asked that Council members still be informed monthly of action items to keep them all involved. Nothing further.



BLACKDUCK CITY COUNCIL MEETING

MONDAY MARCH 5TH, 2018 6PM

REGULAR COUNCIL MEETING MINUTES

9. Reminder April 9th, 2018 Council Meeting – Regas reminded Council of the next regular Council Meeting. Nothing further.

COMMUNITY EVENTS/GOOD THINGS HAPPENING –

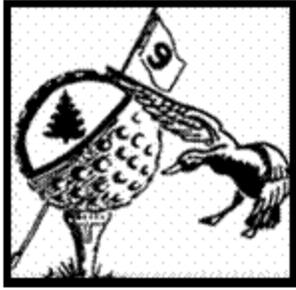
1. Blackduck Development Corporation Meeting –March 14th, 2018 @ 11:00am
2. Blackduck Chamber Meeting – March 21st, 2018 Noon @ The Pond
3. Blackduck Planning Commission Meeting – March 28th, 2018 @ 2:00pm

OTHER NEW BUSINESS – No new business was brought to Council.

ADJOURN – Moved by Councilor Kolb and seconded by Councilor Sellon to adjourn the meeting at 6:53pm. Motion carried unanimously.

Christina Regas, City Administrator

Rudy Patch, Mayor



BLACKDUCK MUNICIPAL GOLF COURSE
GOLF BOARD MEETING MINUTES
TUESDAY MARCH 13TH, 2018 @ 3:00PM

CALL TO ORDER: Golf Members and City Staff met for the purpose of discussing the Blackduck Municipal Golf Course at City Hall at 3:00pm on March 13th, 2018.

ROLL CALL:

City Staff present: Jim Andersen Golf Course Manager & Superintendent & Christina Regas City Administrator

Members present: Dawn Jourdan and Kevin Erpelding

Councilor present: Rudy Patch

Others present: none

Members absent: none

OLD BUSINESS –

1. Donations –
 - a. Al Gerner Estate Donation & Senior Tee Box Construction Update – nothing discussed.
2. Website Design Angler –
 - a. Photos – Regas shared photos taken by Andersen, some were blurry and need retaking. Regas suggested needing more pictures of the greens and tee boxes for the website. Regas stated the photos Andersen took are nice but for the plan for the website pictures of the course greens are needed.
3. Tee Box Sponsorship Program-
 - a. Removal of old sponsors – nothing discussed
 - b. New Sponsor Signs – nothing discussed
 - c. New Sponsorships – New applications were sent out. Regas asked for a return date of May 1st. No applications have been sent in yet.
4. Golf Cart Rental Waiver – Regas reported the changes to the waiver had been made, and the cart rules were changed to a 4-up. Nothing further needed.
5. Rough mowing – Erpelding asked where the topic ended after the last meeting. Regas reported that at this time the back up plan was the last topic discussed. Regas further stated the back up plan would be to rent a machine from Erpelding just like last year.
6. Treating the ditches for Dandelions – Erpelding and Andersen discussed how to make a wand sprayer work in some areas of the course. Andersen stated he has reached out to L&M Supply but has not received a price yet.
7. Golf Cart Seat replacements – Regas reported the seat replacements are in and Klug has 2 in right now. Patch asked if it is cheaper to have the seats recovered. Regas reported the cost was less than \$100 for two covers.
 - a. Cart Maintenance – Erpelding asked what the City pays to service the carts. Regas stated the supply costs and minimal payroll. Erpelding asked if all the carts



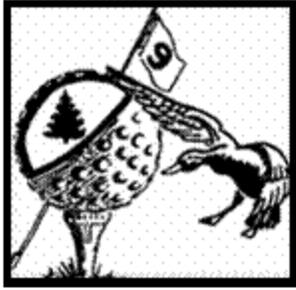
BLACKDUCK MUNICIPAL GOLF COURSE
GOLF BOARD MEETING MINUTES
TUESDAY MARCH 13TH, 2018 @ 3:00PM

are worked on periodically. Regas reported maintenance services all the carts in the spring before the season off a checklist. The board discussed having all the carts serviced professionally on a rotating schedule. Andersen reported that valve jobs are needed on all the carts and the cost is over \$500 each.

8. 2018 Staffing –
 - a. Returned Staff – Regas reported the following staff from the previous season will be returning and their dates of return:
 - a. Isaac Volk – May 5th
 - b. Wyatt Brands – May 5th
 - c. Cal Shofner – early April
 - d. Scarlett Sutton – May 7th
 - e. Alex Tindell – May 11th
 - f. Pam Exner – Regas reported Exner will work Tues. – Friday and work tournaments. Those hours will total about 30/week. The board was in favor of the additional availability of Exner and commented how Sutton can share the daily responsibilities of bank deposits and scheduling.
 - g. Charles Marker – no longer working for the City
 - h. Dick McKean – unknown at this time
 - i. Jenna Nestberg – unknown at this time
 - j. Dawn Jourdan & Nita Brown – unknown at this time

NEW BUSINESS –

1. 2018 Staffing –
 - a. New Staff –
 - i. Tom Liapis - Andersen reported he is hoping will be interested in working for the club house.
 - ii. Roland Anderson – Regas reported he has turned in an application and has interest in working in the club house. Regas has concerns on his hearing and his ability to work registers. Regas stated his phone capabilities could suffer.
 - iii. Danielle Sorquist – Patch asked if Sorquist would be working. Regas did not know, so Patch offered to reach out to her.
 - iv. Other – Regas stated she has not received applications but has added a job posting to Facebook. Erpelding asked if a posting has been added to Craigslist. Regas stated no but would look into it.
 - v. Pre-Season – Jourdan has concerns for pre-season staffing. Regas stated Exner could work Monday's again potentially but there is still a need for more staff.
2. Memberships – Regas stated one membership is in, but most will not start until April. Regas stated she would have a reminder added to the community section of the American. Jourdan stated she will bring membership forms to Bemidji into Sanford,



BLACKDUCK MUNICIPAL GOLF COURSE
GOLF BOARD MEETING MINUTES
TUESDAY MARCH 13TH, 2018 @ 3:00PM

PBTV, and BEC. Jourdan stated the Country Club has eliminated their Ladies League and hopes to recruit some ladies to our Golf course because of it.

- a. Membership Fees – Jourdan reported Castle Highlands is increasing their membership fees this year. Jourdan stated those increased rates could bring more members to Blackduck.
 - i. Membership Cards – Jourdan asked if the membership cards are ready to go. Regas stated as members come in to be paid they will get sent out.
3. Future Funding of the Course – Regas reported their will need to have a conversation with council during 2019 budgeting to include an amount of Levy for the Golf Course to eliminate the continued deficit the golf course accumulates annually. Erpelding stated once the course gets to the point where it can't fund it anymore the City may need to consider selling/closing the course. Erpelding continued by stating that even if the course closed the City is still accountable for the bond on the club house. Erpelding stated he believes the golf course gives something to the Blackduck area that people come to the area for, and if it closes then the community will suffer. *The board continued their discussion regarding the potential sale/lease of the golf course and the details of if it can be sold or leased and how that would transpire if it was decided to be done. No action was recommended at this time.*
4. Golf Teams Schedule – Jourdan asked if the golf teams had begun. Regas stated Spring meetings at the school had to have been held, but would reach out to the coaches for more information.
5. Opening date – Andersen stated that potentially the course could open May 1st pending the weather and staffing.
6. Next Meeting – April 17th, 2018 @ 3:00pm @ the Golf Course.

ADJOURN – Meeting adjourned at 4:40pm.



Blackduck Development Corporation Meeting Minutes
March 14th, 2018 11:00am
Good Samaritan Society Community Room

Members Present: Dwight Kalvig, Christina Regas, Andrea Major, Rudy Patch, Ryan Grow, Steve Cochems, and Charlie Anderson

Guests Present: Dennis Doeden of the Bemidji Pioneer

- I. **Called to Order** - Meeting was called to order at 11:08 AM
- II. **Secretary's Minutes** – Moved by Grow and seconded by Anderson to approve the minutes from the February 14th, 2018 meeting as written. Motion carried unanimously.
- III. **Treasurer's Report** – Moved by Patch and seconded by Regas to dispense with the treasurer's report in absence of Treasurer Grant Frenzel. Motion carried unanimously.
- IV. **Old Business**
 - a. **Housing Projects** –
 1. Whelan Properties Westridge Apartments – nothing new to discuss
 2. Remaining BDC owned Wolden Property – nothing new to report. Grow asked what the revisions were that were noted in the minutes from February. Kalvig reported the need to have a new closing date.
 - b. **Promoting Blackduck** – Kalvig asked for in-put prior to Doeden's arrival as to what the board would like from the Pioneer. Kalvig summarized the reason for meeting with Doeden was to continue the need of the members to promote Blackduck more and what the local newspaper publications can offer to assist with the marketing.
 - i. **Presentation from Dennis Doeden** – Doeden offered some background of the publications and the subscription level of the publication(s). Doeden further asked what the BDC is wanting to accomplish by working with his publications. Doeden further asked if Blackduck has utilized the Blackduck Community Fund set up with the NWMF in any way in the past. Regas was familiar with the Fund and offered to reach out to Development Officer Lisa Peterson to learn more.

The board and Doeden continued the conversations regarding what is needed to promote, businesses, school, places to live or retire etc. and what Doeden and the publication could do to assist. The board discussed how difficult it is to have retail businesses remain open and the importance of shopping local. The board discussed how far Blackduck has come since the first marketing group Anchor Marketing was worked with. Doeden asked if the City has done any visioning of the City in the past. Kalvig stated it would be something to look into again. The board discussed the difference in Blackduck now that the Pioneer owns the American and a local community member isn't writing it. Kalvig stated there is a large change when the news isn't being written by someone that lives in Blackduck. The discussion continued by the members and Doeden but no set path was established. Doeden stated he would take back all the discussion and is open to meeting with the members again.
 - c. **Sanford Clinic Expansion** – Kalvig recapped the presentation for the parking lot and the costs incorporated with the construction. Regas shared the potential size and location with members that were not in attendance in February. Kalvig stated he was very surprised as to the estimated



Blackduck Development Corporation Meeting Minutes
March 14th, 2018 11:00am
Good Samaritan Society Community Room

costs. Anderson asked if the lot needed to be tarred. Regas reported the board members agreed in February it is in the best interest to pave the lot. Regas further stated the BDC is awaiting more information from Sanford of the commitment to the Pharmacy acquisition.

V. New Business –

- a. Wells Fargo BDC Accounts** – Kalvig stated he has the paperwork signed for the WF savings account to be moved to the Deerwood Bank Blackduck branch.
- i. WF Branch Building** – Kalvig reported there is a 2-year no compete clause on the WF building for any new bank that wants to fill the vacancy after the branch closes. Patch reported his information was accurate, however, it could be lowered to a 1-year clause.
 - 1. Support for New Financial Institution** – Patch asked for the members to support a letter endorsing a new financial institution to fill the vacancy after Wells Fargo closes. Kalvig was in support of a letter and requested Regas as secretary of the BDC to draft a letter for both the BDC and for Mayor Patch. Regas agreed.

VI. Adjourn - Moved by Cochems and second by Anderson to adjourn the meeting at 12:35 PM.

Minutes taken and typed by: Christina Regas, BDC Secretary



BLACKDUCK PLANNING MEETING

WEDNESDAY MARCH 28TH, 2018 2:00PM

REGULAR MEETING MINUTES

CALL TO ORDER: Commissioner Klug called the Planning meeting to order at 2:01pm.

ROLL CALL:

Commissioners present: Kurt Benson, Ernie Tindell, and Kurt Cease

Commissioners Absent: Russel Kunkel, and Bob Klug Sr.

Staff Present: City Administrator Christina Regas, and Public Works Manager Bob Klug Jr.

Others Present: Mike Rice owner of the Drake Motel, and Sue Rasmussen

Approval of Minutes – Moved by Commissioner Cease and seconded by Commissioner Tindell to approve the minutes of the February 21st, 2018 regular meeting. Motion approved unanimously.

Old Business

Drake Motel Easement/Property Line – Moved by Commissioner Tindell and seconded by Commissioner Cease to approve the land division requested by Drake Motel owner Mike Rice. Discussion of the commission included the following:

1. Commissioner Benson asked for verification on the land descriptions and parcel size.
 - a. Regas stated all land descriptions and property sizes have been rechecked by WSN.
2. Commissioner Benson asked if an exchange of funds was necessary for the property.
 - a. Regas reported that Rice had a significant cost in having the certificate drawn up and surveyed and would not find it in the best interest to request additional money for the land exchange with the City of Blackduck. Regas further stated the land is not useable.

Hearing no further discussion, Commissioner Benson requested a vote on the motion. Motion carried unanimously. Regas further informed Rice the City Council would further approve the land division at the April 9th meeting. Regas stated after the council approves the City would file the proper paperwork with the county for filing.

Video Express – Regas updated the commission about the current owners of the Video Express building to request a variance to turn the building into an apartment and then if the owners wished to have a Day care that could be a secondary use of the building. Regas further stated her request of the owners to have all plans ready prior to addressing the request of the commission.

Revised Zoning Map - Moved by Commission Cease and seconded by Commissioner Tindell to approve the revised zoning map. Motion carried unanimously.

Blighted Properties – Commissioner Benson further requested Regas address the blighted properties in the City. Regas stated her plan to tour the City in the coming weeks.

New Business –

Land Use Permit 2018-01 – Moved by Commissioner Cease and seconded by Commissioner Tindell to approve Land Use Permit 2018-01 from Sue Rasmussen and Karl Erickson. Discussion:



BLACKDUCK PLANNING MEETING

WEDNESDAY MARCH 28TH, 2018 2:00PM

REGULAR MEETING MINUTES

Regas introduced Rasmussen and reviewed the application for the commission. Rasmussen stated the home will be a new homestead, steel building with an attached garage slab on grade with some Versetta stone on two sides. Size of building(s) will be 40 x 36 for the home and 32 x 50 for the attached garage. Rasmussen reviewed the location of the structure on the property and the plan for the home completed within two years. Rasmussen requested further discussion on the City's recommendation for water and sewer services to the home. Klug Jr. was included in the discussion of water and sewer services. Klug reported he had discussion with Erickson regarding the cost to tie into the City's main(s) and suggested Erickson request bids for the services.

After much discussion regarding the possibility of the home tie into the City services the commission and Klug reported three options could be possible:

- 1. Allow the structure to have private water and septic;*
- 2. Allow the structure to tie in (at owner's cost) to the service(s) that end on Carlson;*
- 3. Have the City extend the main(s) north on Croswell (at property owners cost) and allow the structure to tie in to that new main(s) (service lines at owner's cost) and then the property owners would be assessed the costs.*

Rasmussen stated it was their wish to have the structure hooked up to City services. Klug volunteered to estimate the cost to extend the main north to the City limits north on Croswell. Commissioner Benson asked if the City could allow the variance for a private well and septic. Klug stated it could happen in 10 years if perhaps Quiet Meadows is annexed into Blackduck but that is only a possibility. Klug offered to come up with an estimate cost for the main(s).

Commissioner Benson stated the completion date for the project estimated it to be done October of 2019. Regas stated that permits are good for one year to show work has started and if renewal is needed after one year it would need to be requested by the permit holder. *(There is no cost for the renewal)*

Hearing no further discussion, Commissioner Benson called for a vote on the motion. Motion carried unanimously.

ADJOURN THE PLANNING MEETING – Moved by Commissioner Tindell and seconded by Commissioner Cease to adjourn the special planning meeting at 3:05pm. Motion carried unanimously.

Christina Regas, City Administrator

Bob Klug Sr., Chairperson

April 9th, 2018

FUND	Wells Fargo	Bill Report	Wells Fargo	Deerwood	Deerwood	Deerwood	Total Balance of all
	BEGINNING	through	ENDING	First	Bill Report		
	BALANCE	04/04/2018	BALANCE	Preferred Savings	through		Accounts
					4/04/2018		
GENERAL	\$131,775.59	\$16,358.68	\$115,416.91	\$80,060.15	\$0.00	\$80,060.15	
POLICE RESTRICTED CASH	\$29,215.21	\$0.00	\$29,215.21	\$0.00	\$0.00	\$0.00	
CEMETERY	\$106.77	\$0.00	\$106.77	\$1,367.22	\$0.00	\$1,367.22	
PERPETUAL CARE	\$6,865.64	\$0.00	\$6,865.64	\$53,168.01	\$0.00	\$53,168.01	
SEWER MAINTENANCE	(\$0.01)	\$0.00	(\$0.01)	\$58,320.06	\$0.00	\$58,320.06	
SEWER REPLACE.	\$0.00	\$0.00	\$0.00	\$8,562.73	\$0.00	\$8,562.73	
SCDP LOAN	(\$860.83)	\$0.00	(\$860.83)	\$267,436.33	\$91.25	\$267,345.08	
FIRE DEPT RESERVE(TruckFund)	\$0.00	\$0.00	\$0.00	\$164,114.59	\$0.00	\$164,114.59	
PINE TREE PARK	\$50,709.85	\$158.39	\$50,551.46	\$0.00	\$0.00	\$0.00	
WATER SINKING FUND	\$0.01	\$0.00	\$0.01	\$104,579.19	\$0.00	\$104,579.19	
PUBLIC WORKS RESERVE FUND	\$0.00	\$0.00	\$0.00	\$17,161.03	\$0.00	\$17,161.03	
Fire Dept Special Equip Fund	\$151,991.37	\$0.00	\$151,991.37	\$25,836.62	\$0.00	\$25,836.62	
2006 GO BOND	\$21,036.45	\$0.00	\$21,036.45	\$33,368.75	\$0.00	\$33,368.75	
2009A Refunding Bond	\$33,423.41	\$0.00	\$33,423.41	\$13,942.37	\$0.00	\$13,942.37	
2011 Industrial Lane IntraLoan	\$7,665.37	\$0.00	\$7,665.37	\$0.00	\$0.00	\$0.00	
2012A Refund Bond Golf/Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2014A Disposal System Loan	\$15,056.16	\$0.00	\$15,056.16	\$0.00	\$0.00	\$0.00	
2017A Disposal System Project/Sum/Main	\$145,983.48	\$0.00	\$145,983.48	\$0.00	\$0.00	\$0.00	
2017A Disposal Sys Loan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2017 PFA Debt Sys Bond Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TAX INCREMENT FINANCING	\$67,858.68	\$0.00	\$67,858.68	\$0.00	\$0.00	\$0.00	
WATER FUND	\$211,120.00	\$2,328.82	\$208,791.18	\$0.00	\$0.00	\$0.00	
SEWER FUND	\$99,941.01	\$2,770.26	\$97,170.75	(\$1,283.00)	\$0.00	(\$1,283.00)	
LIQUOR FUND	\$244,745.42	\$56,415.96	\$188,329.46	\$0.00	\$0.00	\$0.00	
LIQUOR RENT FUND	\$20,036.35	\$0.00	\$20,036.35	\$0.00	\$0.00	\$0.00	
GOLF COURSE	(\$66,513.01)	\$787.22	(\$67,300.23)	\$0.00	\$0.00	\$0.00	
WATER PROJECT FUND	\$20,305.88	\$0.00	\$20,305.88	(\$1,389.00)	\$0.00	(\$1,389.00)	
SEWER PROJECT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total:	\$1,190,462.80	\$78,819.33	\$1,111,643.47	\$825,245.05	\$91.25	\$825,153.80	\$1,936,797.27

Transfer Recommended:

Fund Transfer from:	Fund transfer to:	Amount of Transfer:
WF General Checking	DW General Checking	\$500,000.00
2018 Bond Payments:	Principal:	Interest:
		Fees:
		Total:

CITY OF BLACKDUCK

Monthly Bills

March 2018

Check Name	Amount		
Fund 101 GENERAL FUND		MN Pollution Control Agency	\$1,450.00
Marco Technologies LLC	\$176.69	PAUL BUNYAN COMMUNICATIONS	\$33.88
AMERIPRIDE LINEN & APPAREL	\$53.49	Fund 602 SEWER FUND	\$2,770.26
BANYON DATA SYTEMS	\$195.00	Fund 609 MUNICIPAL LIQUOR FUND	
BECK OIL COMPANY	\$728.75	AMERIPRIDE LINEN & APPAREL	\$431.61
BELTRAMI COUNTY-AUDITOR/TREAS.	\$1,559.36	BELTRAMI ELECTRIC COOP	\$1,940.07
BELTRAMI ELECTRIC COOP	\$3,914.99	BEMIDJI COCA-COLA	\$197.25
BEMIDJI WELDERS SUPPLY	\$13.30	BERNATELLOS	\$375.00
BLACKDUCK AMBULANCE ASSOC.	\$19.22	Bernick Companies	\$5,039.10
BLACKDUCK FIRE & SAFETY EQUIPM	\$191.00	BLACKDUCK FAMILY FOODS	\$2,126.98
BOGART'S	\$253.09	Breakthru Beverage	\$1,390.59
FRONTIER REPAIR	\$2,963.90	D & D BEVERAGE	\$200.00
GOVERNMENT FORMS & SUPPLIES	\$20.00	DICK DISTRIBUTING	\$12,550.65
HEATHER LOOS	\$230.00	GOODSPEED & COMPANY	\$558.44
NORTHWOODS LUMBER CO	\$46.78	GOVERNMENT FORMS & SUPPLIES	\$279.13
PAUL BUNYAN COMMUNICATIONS	\$420.69	GUARDIAN PEST CONTROL	\$40.53
QUILL CORPORATION	\$285.40	HEGGIES PIZZA LLC	\$914.50
REGAS, CHRISTINA	\$274.68	HENRYS	\$2,912.58
ROGER'S TWO WAY RADIO	\$87.00	JIM DANDY SNACK FOOD CO.	\$34.50
TIMBERLINE SPORT	\$655.29	JOHNSON BROTHERS LIQUOR CO.	\$6,645.38
TOWNSHIP AND RANGE, LLC	\$3,705.00	JUELSON PLUMBING & HEATING	\$1,243.48
VERIZON WIRELESS	\$175.05	MIKINNON CO., INC	\$7,354.50
WIDSETH SMITH NOLTING & ASSOC	\$390.00	MOON PHARMACY	\$13.73
Fund 101 GENERAL FUND	\$16,358.68	NAYLOR REFRIGERATION & HTG.	\$474.99
Fund 207 SCDP REVOLVING LOAN FUND		NEI BOTTLING INC	\$1,531.67
BELTRAMI ELECTRIC COOP	\$91.25	NORTHWOODS ICE, INC	\$43.80
Fund 207 SCDP REVOLVING LOAN F	\$91.25	NORTHWOODS LUMBER CO	\$4.05
Fund 209 PINE TREE PARK FUND		OLD DUTCH	\$231.98
BELTRAMI ELECTRIC COOP	\$100.41	PARAMOUNT ADVERTISING	\$425.00
GOVERNMENT FORMS & SUPPLIES	\$20.00	PAUL BUNYAN COMMUNICATIONS	\$251.53
NORTHWOODS LUMBER CO	\$37.98	Phillips Wine and Spirits	\$5,346.09
Fund 209 PINE TREE PARK FUND	\$158.39	QUILL CORPORATION	\$150.78
Fund 601 WATER FUND		Southern Glazer's of MN	\$2,335.61
BANYON DATA SYTEMS	\$397.50	TDS MEDIA DIRECT	\$111.00
BELTRAMI ELECTRIC COOP	\$982.93	TOTAL TAP SERVICES	\$64.00
GOVERNMENT FORMS & SUPPLIES	\$42.24	US FOODS	\$754.69
Hawks, Inc	\$906.15	VINOPIA INC	\$126.00
Fund 601 WATER FUND	\$2,328.82	WASTE MANAGEMENT OF WI-MN	\$246.75
Fund 602 SEWER FUND		WAYNE WARD	\$70.00
BANYON DATA SYTEMS	\$397.50	Fund 609 MUNICIPAL LIQUOR FUN	\$56,415.96
BELTRAMI ELECTRIC COOP	\$846.64	Fund 613 GOLF COURSE	
GOVERNMENT FORMS & SUPPLIES	\$42.24	BELTRAMI ELECTRIC COOP	\$327.20
		FORUM COMMUNICATIONS CO	\$74.10

Check Name	Amount
GOVERNMENT FORMS & SUPPLIES	\$50.00
MN GOLF ASSOCIATION	\$90.00
NORTHWOODS LUMBER CO	\$71.18
PAUL BUNYAN COMMUNICATIONS	\$44.40
QUILL CORPORATION	\$19.34
TDS MEDIA DIRECT	\$111.00
Fund 613 GOLF COURSE	<u>\$787.22</u>
	\$78,910.58

Month End Remittance Report for March 2018

STATE OF MINNESOTA

Check Number: 888888 Printed: 4/2/2018 Account: Wells Fargo Bank Bemidji Checking (Swept)

Beltrami County

County Revenue

Line	GL Account	Statute	Inter-Agency Nbr	Vendor Nbr	Amount
1a	Law Library-Civil	M.S. 134A.10 S1		000019597500 1	620.00
1b	Law Library - Criminal	M.S. 134A.10 S3		000019597500 1	4,814.00
2	Sheriff's Contingency Fund	M.S. 387.213		000019597500 1	720.00
5	Chemical Dependency Assessment-County Share (\$100)	M.S. 169A.284		000019597500 1	100.00
9	Prosecution Costs	M.S. 631.48; 609.49		000019597500 1	700.00
10	DWI Assessment/County	M.S. 169A.285		000019597500 1	1,395.65
12	Court Appointed Attorney	M.S. 260.39		000019597500 1	75.00
County Revenue Total					\$8,424.65

Municipalities

GL Account	Statute	Inter-Agency Nbr	Vendor Nbr	Amount
DWI Assessment/Bemidji			000019294100 1	757.50
Bemidji 100%			000019294100 1	965.33
Bemidji 2/3			000019294100 1	9,936.43
Bemidji 1st Late Penalty			000019294100 1	321.85
Bemidji 2nd Late Penalty			000019294100 1	1,101.59
Sub-Total				\$13,082.70
GL Account	Statute	Inter-Agency Nbr	Vendor Nbr	Amount
Blackduck 1st Late Penalty			000020137600 1	6.66
Blackduck 2nd Late Penalty			000020137600 1	16.66
Sub-Total				\$23.32

Municipalities Total

\$13,106.02

County Specific

Line	GL Account	Statute	Inter-Agency Nbr	Vendor Nbr	Amount
1	Beltrami County DARE Advisory Board			000019294100 1	2,709.60
3	Bemidji Prosecution Costs			000019294100 1	1,410.00
4	Drug Task Force			000019597500 1	10.00
6	Northwood Coalition Battered Women's Shelter			000020502400 1	763.44
County Specific Total					\$4,893.04

LG216 Worksheet for Calculating Lawful Gambling Monthly Rent

Organization Name Blackduck Fire Relief	License Number 01944									
Site Name MUNICIPAL LIQUOR STORE	Site Number 001									
Bar op (Use one worksheet for each site. If lease changes, use new worksheet.)										
A	B1	B2	C1	C2	D	E1	E2	F	G	H

Month and Year	Booth Operation	Bar Operation	Rent Limit	Bar Operation Electronic Games	Total Rent	Bar Operation	Bar Operation
3 / 2017	0.00	0.00	1846.00	683.60	471.74	4.00	467.74
4 / 2017	0.00	0.00	2080.00	194.50	445.18	22.00	423.18
5 / 2017	0.00	0.00	2634.00	372.15	582.62	3.00	579.62
6 / 2017	0.00	0.00	2857.00	1718.55	829.18	0.00	829.18
7 / 2017	0.00	0.00	3044.00	1001.95	759.09	16.00	743.09
8 / 2017	0.00	0.00	2284.00	1076.25	618.24	18.00	600.24
9 / 2017	0.00	0.00	2592.00	714.90	625.63	5.00	620.63
10 / 2017	0.00	0.00	2119.00	0.00	423.80	72.00	351.80
11 / 2017	0.00	0.00	4432.00	131.85	906.18	0.00	906.18
12 / 2017	0.00	0.00	1871.00	425.65	438.05	56.00	382.05
1 / 2018	0.00	0.00	1551.00	834.85	435.43	12.00	423.43
2 / 2018	0.00	0.00	4792.00	413.15	1020.37	37.00	983.37

1 This amount may not exceed 10%.
 2 Enter no more than 10% if paper or electronic pull-tabs, tipboards, paddletickets (other than paddiewheel without a table once weekly), or electronic linked bingo games are conducted by the organization's employees. Otherwise, enter no more than 20%.
 3 This amount may not exceed 15%.
 4 Electronic pull-tab rent is based on the receipts incurred during the month, and not on when each pull-tab deal is closed.
 5 If the amount in Column H is negative, contact your compliance specialist.

Revolving Loan Funds used for Foreclosure

Date:	Attorney:	Utility:	Amount	Other:	Amount
	\$585.00	Beltrami Electric Coop Dec. 2017	\$94.20	Bonded Lock & alarm	\$243.87
	\$1,588.50	Blackduck Co-op	\$782.95	Northwoods Lumber	\$1.99
	\$195.00	City of Blackduck(utilities)	\$167.42	Beltrami County Auditor	\$7,098.45
	\$175.50	Beltrami Electric Coop Jan.2018	\$107.36	A&E Produce	\$1,000.00
	\$117.00	Blackduck Co-op 01/06/2018	\$841.31		
	\$175.50	Beltrami Electric Coop Feb. 2018	\$103.18		
12/2/2017	\$1,531.50	Beltrami Electric Coop March 2018	\$91.25		
1/11/2018	\$667.00				
2/13/2018	\$195.00				
<hr/>					
Totals:	\$5,230.00		\$2,187.67		\$8,344.31
<hr/>					
		Totals for all categories:		\$15,761.98	
		Total of RLF outstanding balance:		\$17,163.80	
		Total through 2/1/18:		\$32,925.78	

April 3, 2018

Re: Request for private sewer and water

To: Blackduck City Council

We understand that during your April 9th, 2018 regular City Council meeting the Blackduck Planning Commission will recommend approval of our Application For Land Use Permit (reviewed by the Planning Commission during its' March 28, 2018 meeting).

We look forward to becoming a part of your community however our building plans are contingent upon having a plan for water and sewer.

We request permission to put in private water and sewer for our home which will be located at the north end of parcel 81-22. Your City ordinance allows private water and sewer when circumstances warrant. The facts that support private water and sewer for us were discussed during the March 28, 2018 Planning Commission meeting and are as follows:

That the City of Blackduck has neither current nor future plans to extend the main line from where it currently ends at the corner of Carlson and Croswell and, no current nor future plans to annex the township immediately north of parcels 81-22 and 81-23.

That we have the option of privately paying the entire cost of extending the main from where it currently ends at the corner of Carlson and Croswell past our E911 driveway location however the cost of doing so would exceed \$50,000.00 which is prohibitive.

That we have the option of hooking up to city water and sewer from our new home location to city water and sewer located at the corner of Carlson and Croswell. The hookup distance of this option would exceed 450 feet with prohibitive costs and, our contracted Plummer does not recommend this option citing multiple efficiency reasons.

That the option of putting in private water and sewer exists due to the facts stated above.

We understand that if, in the future, the City extends water and sewer north along Croswell past our E911 address, that we will be expected to hook up to city water and sewer within a one year time frame once the service becomes available.

Please note that we are unable to attend your April 9th City Council meeting due to an obligation with our local Lion's Club...scholarship interviews with some Win-E-Mac students.

Thank you.


Karl Erickson and Susan Rasmussen

APPLICATION FOR LAND USE PERMIT
CITY OF BLACKDUCK, MINNESOTA

Date Received: 3-2-2018

PRINT all information on this application.

PERMIT NUMBER: 2018-01

1. Name: Susan Rasmussen Karl Erickson 2. Phone Day: (218) 289-1427 Night: (218) 687-2280

3. Address: PO Box 24 City: Erskine State: MN Zip: 56535

E-mail address: karleric@gvtel.com

4. Location of Property: Site Address/House No. 559 Croswell Ave NW, Blackduck, MN 56630

Legal Description of Property: see attached legal description

5. Size of Lot or Parcel: #81-22 2.51 acre 6. Current Zoning: Residential Est. Cost of Project: \$200,000.00

7. Type of Construction: (Check all that apply.) New Home: X Addition: Demolition: Deck: Garage: X attached to Home Sign: Fence: Other: Single Family: X Multi-Family: Commercial: Industrial:

8. New Structure Size: Home 40 X 36 Garage 32 X 50 New Square Footage: 3,040 (Home 1,440/Garage 1,600)

9. Anticipated Starting Date: 05/15/2018 Estimated Completion Date: 10/01/2019

10. A sketch drawn to scale must be attached showing; A. Lot lines; B. Dimensions of existing buildings and proposed new construction; C. Distances from lot lines to buildings. D. North Arrow *two sketches attached

11. Property Line Setbacks: Front Setback: 140 ft. Rear Setback: 170 ft. Looking at the Property from the street: Left Sideline: 364 ft. Right Sideline: 30 ft.

12. New Utilities Required: Water: X Sewer: X None: Electrical: X Work in Right of Way? yes (Attach completed Utility Application Form)

I hereby declare that I am the owner, or authorized agent of the owner, of the above described property and I agree to construct the building or use herein described in accordance with the regulations and ordinances that govern said improvement within the City of Blackduck and that the foregoing information contained on this application is a true and correct statement of my intentions.

14. Signed by Applicant: Karl Erickson Date: 03/01/2018

***** (The following to be completed by the City) *****

Land Use Permit Approved By: Date: 3/28/18 Land Use Permit Fee: \$30.00
Land Use Permit Denied for: Date: Variance Fee:
Request for Variance Filed: Date: Sewer Connect Fee:
Variance Hearing: Date: Water Connect Fee:
City Council Action: Date: TOTAL FEES: \$

City Administrator: Date: 3/28/18

Draw a **site map** of the property in the space below. Show the location of all existing and proposed structures, and include the setback distances for each. If applicable, show the distance between structures. Include a North arrow. NOTE: If you already have a site plan, it can be used in place of drawing a map.

SUGGESTED SCALE: 1/8" = 1 foot

See attached :

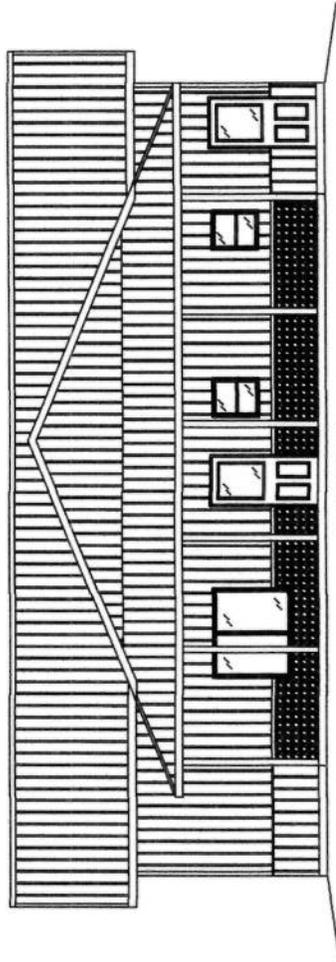
- Drawing of proposed structure
- New Locatable address page
- Drawing showing parcel # 81-22 and # 81-23
- Legal Descriptions
- Diagram showing Front and Right Elevation

INSTRUCTIONS FOR COMPLETING LAND USE APPLICATION

1. Name of the person applying for the permit. 2. Phone Numbers of applicant.
3. Current mailing address of the person applying for the permit. E-mail address is optional.
4. Street address of the property where the construction will be occurring. If possible, include the legal description.
5. Size of the lot, in square feet, of the property where the construction will be occurring.
6. Indicate the current zoning of the property involved. This information can be found by looking at a current zoning map of the City of Blackduck. **State the estimated cost of your project.**
7. Check all that apply
8. Outside dimensions of the proposed construction and square footage.
9. Planned starting date and estimated completion date.
10. Site Map- show location of all existing and proposed structures and setback distances for each.
11. Setbacks from the property lines of the proposed construction or additions.
12. If this project will require new utility services, attach an application for each new service. **Any work conducted in the City's right-of-way must be coordinated with Public Works Department (218)835-4809.**
14. Signature of the person applying for the permit along with the date.

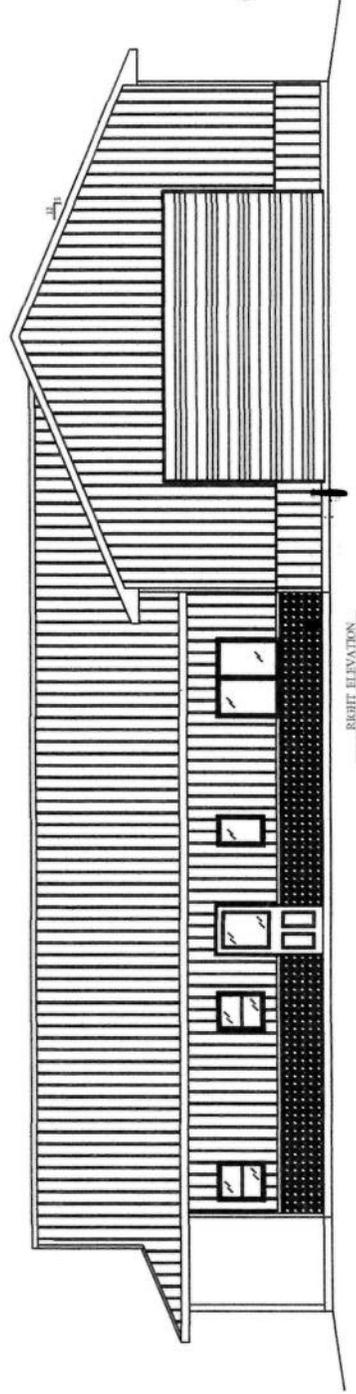
BASIC ZONING REQUIREMENTS				
Setback Requirements	R1	B1	B2	B3
Front Yard	30ft.	None	40ft.	30ft.
Side Yards	8ft	None	None	8ft.
Rear Yard	30ft.	None	10ft.	10ft.

Steel roof and siding
with Versetta Stone on
east and south side of home



View from South

FRONT ELEVATION
SCALE 1/8" = 1'-0"



View from
Croswell Ave.

RIGHT ELEVATION
SCALE 1/8" = 1'-0"

**ATTENTION RESIDENT
YOUR NEW LOCATABLE ADDRESS IS:**

559 CROSWELL AVE NW, BLACKDUCK, MN 56630

..... CUT ALONG DOTTED LINE AND POST NEAR YOUR PHONE.

Below is your new locatable address. If you are a landlord or resort or trailer park owner, you are responsible for notifying your tenants of this new address. You may contact the City of Blackduck at 218-835-4810 with any questions.

YOUR NEW ADDRESS IS:

KARL ERICKSON
559 CROSWELL AVE NW
BLACKDUCK, MN 56630

**IF YOU USE A PO BOX FOR MAIL DELIVERY,
USE YOUR NEW ADDRESS AS SHOWN:**

NAME
STREET ADDRESS
PO BOX
CITY, STATE ZIP CODE

**PLEASE BEGIN USING YOUR LOCATABLE ADDRESS IMMEDIATELY.
FOR EMERGENCY PURPOSES YOU MUST USE YOUR LOCATABLE ADDRESS.**





CITY OF BLACKDUCK

LAND USE PERMIT APPLICATION #2018-01

This is to certify that under the City of Blackduck Zoning Code, property described as follows may be used as indicated.

559 Croswell Ave NW

Street Address of Property

R-1

Zoning District

R 81.00022.00 Sect-12 Twp-149 Range-031 2.51 AC E240' OF W345.6' OF N466' OF S598' OF N50 RODS OF NW1/4 OF SE1/4 LESS PART INCL IN PARCEL 81.00022.01 DESC AS: THAT PART OF E195.00' OF W465.60' OF N693.00' OF NW1/4 OF SE1/4 LYING S'RLY OF W'RLY EXTENS OF S LINE OF CARLSON AVE, PLAT OF TOWNSEND'S ADDITION TO BLACKDUCK, INCL ANY PORTION OF ABOVE PROPERTY INCL IN VACATED CROSWELL AVE LOCATED IN TOWNSEND'S ADDITION TO BLACKDUCK

Legal Description

Karl Erickson

Owner

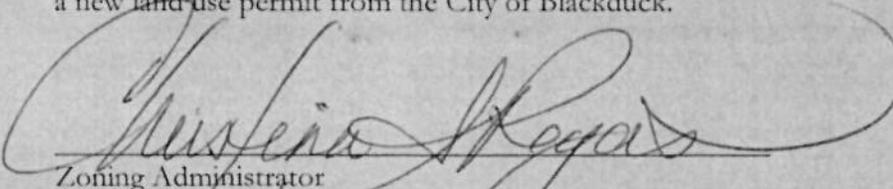
PO Box 24 Erskine, MN 56535

Owner's Address

Construct a 40 x 36 stick built slab on grade home with a 32 x 50 attached garage with steel roof and siding and Versetta Stone on east and south side facings.

Exact Description of Use

NOTE: This use shall not change to any other use that requires a permit with a new land use permit from the City of Blackduck.


Zoning Administrator

Please display this permit in a prominent location during construction.



March 28th, 2018

Date

January 5, 2018

Dear area Business Owners, Suppliers and Organizations:

AFTER PROM has been a tradition at Blackduck High School since 1995 and has been successful in providing a safe, adult supervised, fantastic fun event. There is evidence that “prom night” safety issues are dramatically reduced in communities such as ours that sponsor AFTER PROM. Last year there were around 100 students who participated in our AFTER PROM.

This year prom will be held Saturday, May 5th, 2018 at the Blackduck High School with AFTER PROM to follow from 11:30pm until 4:30am. There will be a meal and a variety of activities such as: Inflatable games, Volleyball, 9 Square, Minute to Win it, Corn hole, cards, photo booth, Dodge Ball, Giant Jenga, Hungry Hippos and much more. There will also be a wide range of prizes to be won such as: X-box, Little Buddy heaters, TV’s, microwaves, mini refrigerators, Bluetooth speakers, phone chargers and more.

Our goal is to raise \$6,000 to provide food, entertainment, games and prizes. Please consider being a supporter of our teens safety and donate to our AFTER PROM.

Please make checks payable to **Blackduck High School After-Prom** and can be mailed to:

Sandy Lien PO Box 550 Blackduck, MN 56630

We appreciate anything you can do and would like a response by April, 5, 2018.

Thank you for your consideration.

Sincerely,

The AFTER-PROM Committee, Blackduck High School



CITY OF BLACKDUCK

PUBLIC FUNDS REQUEST FORM

PO BOX 380 BLACKDUCK, MN 56630

Organization or Group Requesting Public Funding:

After Prom

What type of project will the Public Funds used for:

prizes for After Prom Students

Describe IN DETAIL the overall benefits this will provide to the City of Blackduck as a body and what public purpose will the project provide to the residents of the City of Blackduck:

Keep the students at the school and safe for the evening!

Outline specifically WHAT PORTION of the project these funds will be used for:

Prizes for After Prom and games for After Prom

What other Organization has your group contacted for funding? Please list names of other organizations and the dollar amounts requested and or grants requested:

Bldg Fire Dept, numerous local business, No dollar amount requested.

Date Funds are being requested: 3-28-18

Date the project starts and completes: 3-5-18 - 3-6-18

Posted	Act Description	Amount	Tran Date	Vendor/Customer	Comments
April 2017	Donations to Civic Org s	\$1,000.00	4/5/2017	BLACKDUCK AFTERPROM	2017 AFTER PROM DONATION
April 2016	Donations to Civic Org s	\$750.00	4/5/2016	BLACKDUCK AFTERPROM	2016 AFTER PROM
April 2015	Donations to Civic Org s	\$750.00	4/7/2015	BLACKDUCK AFTERPROM	Donation for 2015 After Prom
March 2014	Donations to Civic Org s	\$750.00	6/20/2014	BLACKDUCK AFTERPROM	Correct cash account for donation
March 2013	Donations to Civic Org s	\$750.00	3/15/2013	BLACKDUCK AFTERPROM	2013 After Prom Donation
May 2012	Donations to Civic Org s	\$750.00	5/15/2012	BLACKDUCK AFTERPROM	Blackduck 2012 After-Prom Event
April 2011	Donations to Civic Org s	\$750.00	4/19/2011	BLACKDUCK AFTERPROM	After Prom Party 2011
February 2010	Donations to Civic Org s	\$750.00	2/18/2010	BLACKDUCK AFTERPROM	After Prom Committee Donation
March 2009	Donations to Civic Org s	\$750.00	3/11/2009	BLACKDUCK AFTERPROM	After-Prom Donation
April 2008	Donations to Civic Org s	\$750.00	4/11/2008	BLACKDUCK AFTERPROM	Council approved 4/7/08



CITY OF BLACKDUCK

PUBLIC FUNDS REQUEST FORM

PO BOX 380 BLACKDUCK, MN 56630

Organization or Group Requesting Public Funding:

Blackduck Summer Baseball

What type of project will the Public Funds used for:

Will help with the cost of Insurance for the program. Insurance costs run about \$850.00 per year.

Describe IN DETAIL the overall benefits this will provide to the City of Blackduck as a body and what public purpose will the project provide to the residents of the City of Blackduck:

Will provide the kids of Blackduck & the surrounding area the opportunity to learn the games of Baseball & fastpitch softball in a safe & fun environment.

Outline specifically WHAT PORTION of the project these funds will be used for:

Funds will be used to help cover the cost of Insurance for the program.

What other Organization has your group contacted for funding? Please list names of other organizations and the dollar amounts requested and or grants requested:

The program is funded by other donations from community members & businesses. It is run by volunteers.

Date Funds are being requested: _____

Date the project starts and completes:

June 4 - July 31 2018

Posted	Act Description	Amount	Tran Date	Vendor/Customer	Comments
May 2017	Donations to Civic Org s	\$850.00	5/9/2017	BLACKDUCK BASEBALL	SUMMER BASEBALL DONATION
June 2016	Donations to Civic Org s	\$856.00	6/8/2016	BLACKDUCK BASEBALL	Donation for 2016 Liability Insurance
July 2015	Donations to Civic Org s	\$847.00	7/7/2015	BLACKDUCK BASEBALL	2015 donation
April 2014	Donations to Civic Org s	\$916.50	6/20/2014	BLACKDUCK BASEBALL	Basball Donation in correct cash account
May 2013	Donations to Civic Org s	\$926.50	5/21/2013	BLACKDUCK BASEBALL	2013 Bldk Baseball Ins
May 2012	Donations to Civic Org s	\$954.75	5/8/2012	BLACKDUCK BASEBALL	2012 Summer Baseball Liability Insurance Coverage
April 2011	Donations to Civic Org s	\$944.75	4/14/2011	BLACKDUCK BASEBALL	Donation to pay for Insurance
April 2010	Donations to Civic Org s	\$944.75	4/7/2010	BLACKDUCK BASEBALL	Donation Request
May 2009	Donations to Civic Org s	\$920.39	5/19/2009	BLACKDUCK BASEBALL	
May 2008	Donations to Civic Org s	\$902.51	5/7/2008	BLACKDUCK BASEBALL	Summer Baseball
June 2004	Donations to Civic Org s	\$1,241.00	6/22/2004	BLACKDUCK BASEBALL	
June 2003	Donations to Civic Org s	\$1,253.00	6/23/2003	BLACKDUCK BASEBALL	



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

City of Blackduck
LMCIT Member Name

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____



CITY OF BLACKDUCK RESOLUTION NO: 2018-07

Public Sale of Tax Forfeited Parcel Approval

WHEREAS, City of Blackduck Parcel(s) #81.00055.00, #81.00058.00, and #81.00059.00 has forfeited to the State of Minnesota for non-payment of property taxes;

WHEREAS, as required under M.S. 282.01, the above described parcels, classified as non-conservation, meets minimum lot requirements;

NOW THEREFORE BE IT RESOLVED, that the Blackduck City Council hereby approves these parcels for public sale according to Beltrami County and State of Minnesota requirements.

Adopted by the City Council this 9th day of April 2018.

Rudy Patch, Mayor

Christina Regas, City Administrator



CITY OF BLACKDUCK RESOLUTION NO: 2018-07

State of Minnesota
County of Beltrami
City of Blackduck

I do hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the Council of the City of Blackduck, Minnesota at a duly authorized meeting thereof held on the 9th day of April 2018, as shown by the minutes of said meeting in my possession.

Christina Regas, City Administrator

Beltrami County

Natural Resource Management

701 Minnesota Ave NW, Suite 234 – Bemidji MN 56601-3178

March 2, 2018

City of Blackduck
Christina Regas
PO Box 380
Blackduck, MN 56630

Dear Ms. Regas:

Enclosed (please see attachment) is a listing of non-conservation land located in your township/city. The parcel(s) described in the listing forfeited to the State of Minnesota for non-payment of property taxes.

As required under M.S. 282.01, we request that you review and approve the sale of these parcel(s) or you may request a conveyance for public use or public purpose.

If you have a particular parcel on this list and you wish to apply for a public use or public purpose deed; and have submitted the required information, then you have fulfilled the requirements to proceed with the process. If you have not, then you will need to submit a resolution and the required public use/public purpose application form(s). You may contact our office for additional details.

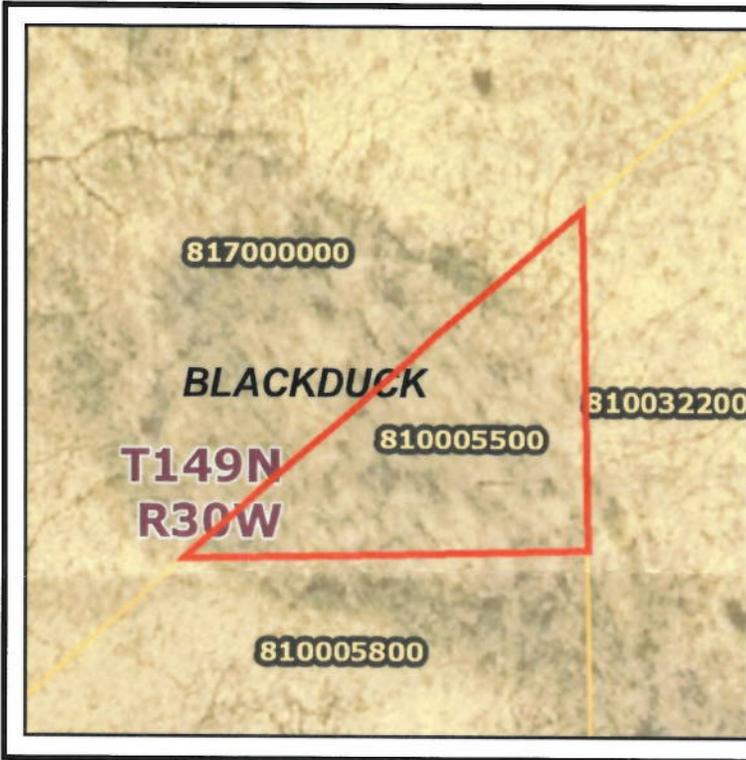
Special assessments that were levied before the forfeiture do not need to be certified to this office. They were canceled at forfeiture and will be paid from the sale price. Special assessments that are levied after the forfeiture should be certified by the county auditor's office. They will be added to the appraised value and paid from the sale price.

Please submit comments by May 2, 2018 or the sale will be deemed approved.

Sincerely,

Richard A. Moore
NRM Director/Land Commissioner
RAM:smj
Attachment(s)

Beltrami County General Property Information



Beltrami County makes no representation or warranties expressed or implied, with respect to the reuse of data provided herewith, regardless of its format or the means of transmission. There is no guarantee or representation to the user as to the accuracy, currency, suitability, or reliability of this data for any purpose. The user accepts the data 'as is', and assumes all risks associated with its use. Beltrami County assumes no responsibility for the actual or consequential damage incurred as a result of any user's reliance on this data. Created from Beltrami Online Mapping Site. Sources: Beltrami County, City of Bemidji, USGS, USDA, MNDNR.

Report Date: 3/2/2018

Parcel ID: 810005500

Owner: STATE - IN TRUST

Property Address:

Owner(secondary):

Property Address 2:

Owner Address:

Property Address 3:

Owner Address 2:

Property City, State, Zip:

Owner City, State, Zip:

Plat, Lot, Block:

Calculated Acreage: 0.27

Twp/Range/Section: 149/030/18

Class & Description: :Tax Forfeit

Area (sq.ft.): 11761.2

Perimeter (feet): 523.07

Tax Description: Sect-18 Twp-149 Range-030 .50 AC LOT 1 S OF RY LESS PLAT FORFEITED 12-22-87

School District:

ESN - Fire: BLACKDUCK FD

ESN - Law Enforcement: BLACKDUCK PD

ESN - Ambulance: BLACKDUCK AMB/BDUCK

ESN - First Responder: BDUCK

Commissioner District: DISTRICT 4

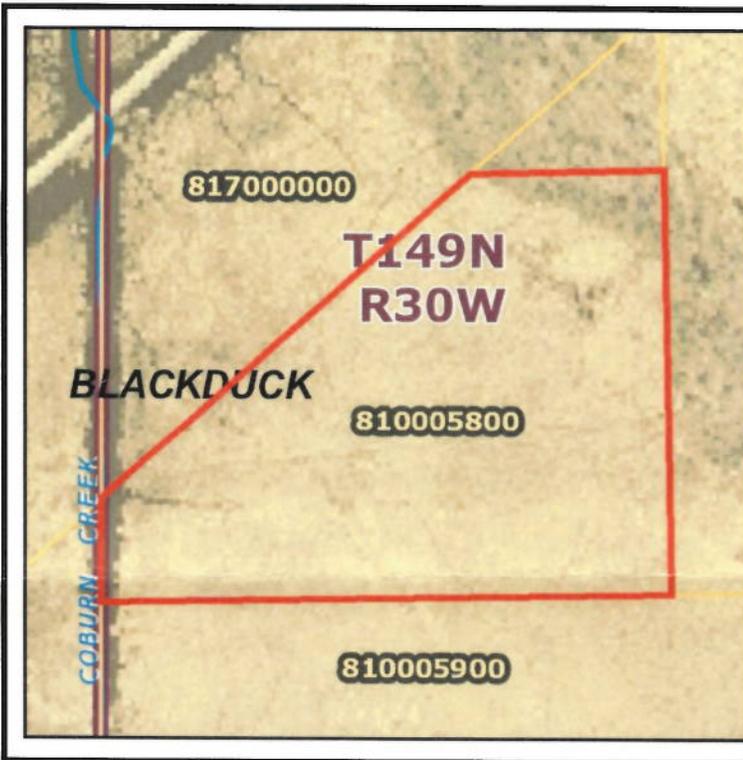
Bemidji Wards: No Ward found for this parcel

Zoning: No Zoning found for this parcel

Beltrami County General Property Information

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Report Date: 3/2/2018



Parcel ID: 810005800

Owner: STATE - IN TRUST

Property Address:

Owner(secondary):

Property Address 2:

Owner Address:

Property Address 3:

Owner Address 2:

Property City, State, Zip:

Owner City, State, Zip:

Plat, Lot, Block:

Calculated Acreage: 3.06

Twp/Range/Section: 149/030/18

Class & Description: :Tax Forfeit

Area (sq.ft.): 133293.6

Perimeter (feet): 1533.88

Tax Description: Sect-18 Twp-149 Range-030 3.10 AC THAT PART OF UNPLATTED LOT 2 N OF LINE OF PROLONGATION WITH S BOUNDARY LINE OF LOT A, 3RD ADD TO BLACKDUCK LESS RY FORFEITED 12-22-87

School District:

ESN - Fire: BLACKDUCK FD

ESN - Law Enforcement: BLACKDUCK PD

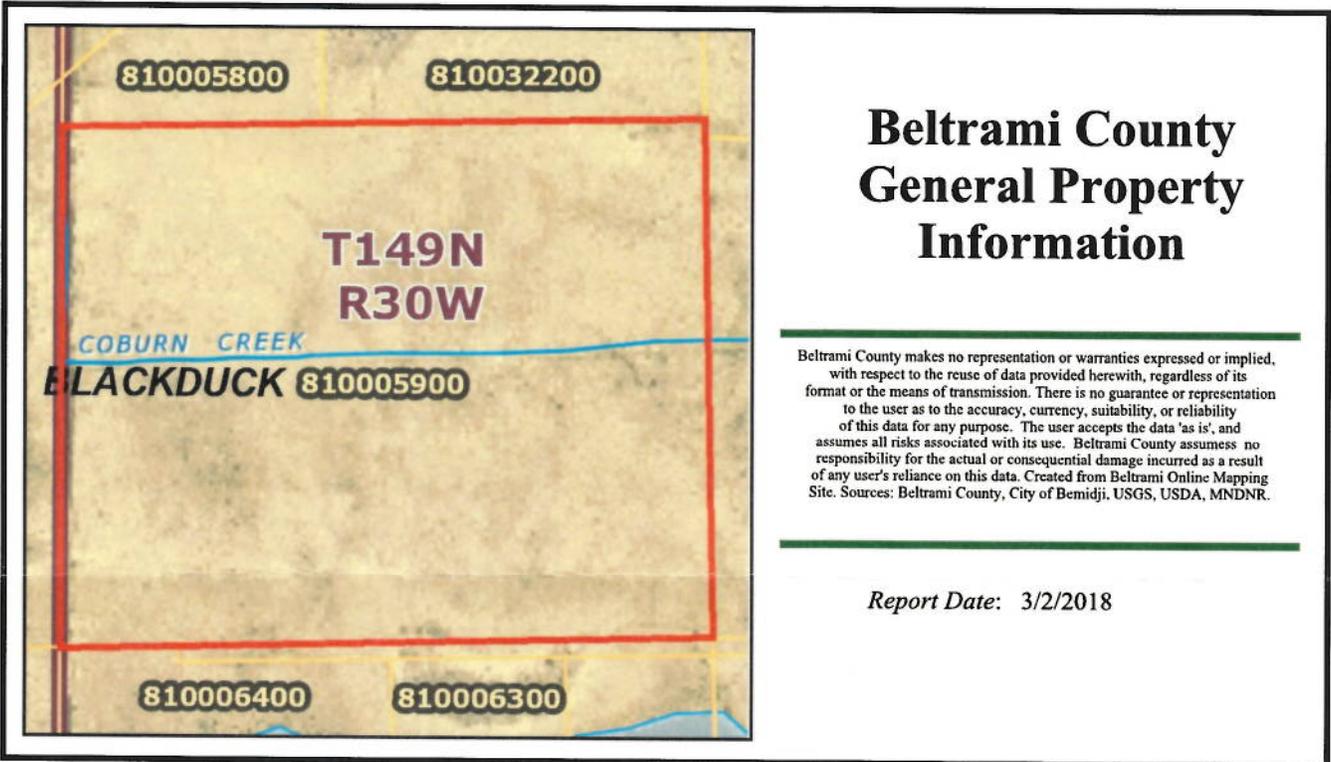
ESN - Ambulance: BLACKDUCK AMB/BDUCK

ESN - First Responder: BDUCK

Commissioner District: DISTRICT 4

Bemidji Wards: No Ward found for this parcel

Zoning: No Zoning found for this parcel



Beltrami County General Property Information

Beltrami County makes no representation or warranties expressed or implied, with respect to the reuse of data provided herewith, regardless of its format or the means of transmission. There is no guarantee or representation to the user as to the accuracy, currency, suitability, or reliability of this data for any purpose. The user accepts the data 'as is', and assumes all risks associated with its use. Beltrami County assumes no responsibility for the actual or consequential damage incurred as a result of any user's reliance on this data. Created from Beltrami Online Mapping Site. Sources: Beltrami County, City of Bemidji, USGS, USDA, MNDNR.

Report Date: 3/2/2018

Parcel ID: 810005900	Owner: STATE - IN TRUST
Property Address:	Owner(secondary):
Property Address 2:	Owner Address:
Property Address 3:	Owner Address 2:
Property City, State, Zip:	Owner City, State, Zip:
Plat, Lot, Block:	Calculated Acreage: 26.89
Twp/Range/Section: 149/030/18	Class & Description: :Tax Forfeit
Area (sq.ft.): 1171328.4	Perimeter (feet): 4357.48

Tax Description: Sect-18 Twp-149 Range-030 26.84 AC LOT 2 LESS PARCEL 58 & LESS PLAT FORFEITED 9-16-36

School District:

ESN - Fire: BLACKDUCK FD
ESN - Law Enforcement: BLACKDUCK PD
ESN - Ambulance: BLACKDUCK AMB/BDUCK
ESN - First Responder: BDUCK
Commissioner District: DISTRICT 4
Bemidji Wards: No Ward found for this parcel
Zoning: No Zoning found for this parcel



CITY OF BLACKDUCK
PRELIMINARY LAND DIVISION REQUEST FORM

Recorder Contact: Christina Regas
Date: February 23, 2018
Fee Owner: Mystical Enterprises Inc.
Address: 172 Pine Ave SW
Blackduck, MN 56630

Internal Checklist
GIS
ZONING
AUDITOR

Tax Parcel Number: 81.00489.00

Correct Legal Description:

- A. Description of Parcels to be Split: Split parcel #81.00324.01 to allow a distance of 30.00 feet of property to be added to parcel #81.00489.00 to the south (see attached parcel description and land division worksheet)
B. Description of Remainder: Parcel division will allow for parcel #81.00324.01 to remove 30.00 feet of the southwest parcel to be added to parcel #81.00489.00 for setback requests. (see new parcel descriptions on separate attachment)
C. Number of Parcels being Created: 2

Lakeshore: YES NO X If yes, what body of water?
(If within 1000 feet of lakeshore must have a land survey per Ordinance. Attach survey, plat drawing or sketch.)

Location of Property:

If in city limits, which City? (Bemidji, Blackduck, Kelliher, Wilton, Turtle River)
A. Approval YES (need letter) NO
B. Fee Paid YES NO

If in township with zoning, which Township? (Alaska, Bemidji, Frohn, Sugar Bush, Taylor, Ten Lake, Turtle River)
A. Approval YES (need letter) NO
B. Fee Paid YES NO

Contact Person: Christina Regas
Address: PO Box 380 Blackduck, MN 56630
Phone: 218-835-4803

COUNTY USE ONLY:

APPROVED: YES (Expiration Date:) NO

SIGNATURE: DATE:

COMMENTS:

- 1. \$100.00 Division Fee per Split
2. Current Year's Taxes Paid in Full
3.

CURRENT PROPERTY DESCRIPTIONS:

81.00489.00

Sect-13 Twp-149 Range-031 BALSIGER ADDITION Lot-002 Block-001

Lot 2, Block 1, Balsiger Addition, City of Blackduck, Beltrami County, Minnesota

81.00324.01

Sect-13 Twp-149 Range-031 THIRD ADDITION TO BLACKDUCK 6.08 AC
OUTLOT C

NEW PROPERTY DESCRIPTIONS:

81.00489.00

Lot 2, Block 1, Blasiger Addition, City of Blackduck, Beltrami County, Minnesota and
That part of OUTLOT C, Third Addition to Blackduck lying south of a line described
as follows: Commencing at the southwest corner of said OUTLOT C; thence North
00 degrees 04 minutes 35 seconds West, along the west line of said OUTLOT C a
distance of 30.00 feet to the point of beginning; thence South 82 degrees 06 minutes 54
seconds East a distance of 221.98 feet, more or less, to the northeast corner of Lot 2,
Block 1, Balsiger Addition and there terminating.

81.00324.01

That part of OUTLOT C, Third Addition to Blackduck lying north of a line described
as follows: Commencing at the southwest corner of said OUTLOT C; thence North
00 degrees 04 minutes 35 seconds West, along the west line of said OUTLOT C a
distance of 30.00 feet to the point of beginning; thence South 82 degrees 06 minutes 54
seconds East a distance of 221.98 feet, more or less, to the northeast corner of Lot 2,
Block 1, Balsiger Addition and there terminating.

CALCULATION FOR ACREAGE FOR A PROPERTY DIVISION:

	AREA (SQ. FT.)	CALCULATED ACREAGE:	PERIMETER (FEET):
OLD			
NORTH LINE:	551.2500000		533.3800000
EAST LINE:	545.6600000		534.8500000
SOUTH LINE:	537.6500000		528.1300000
WEST LINE:	436.3600000		454.1100000
	240543.4500000	5.52	2050.47000000
NORTH LINE:	551.2500000		533.3800000
EAST LINE:	545.6600000		534.8500000
SOUTH LINE:	528.1300000		528.1300000
WEST LINE:	406.3600000		424.1100000
NEW	224005.9500000	5.14	2020.4700000

Submission for:

Parcel #: 81.00324.01
 Property Address: 72 Frontage Road
 Property City, State, Zip: Blackduck, MN 56630
 Plat, Lot, Block: Third Addition to Blackduck 6.08 AC Outlot C
 Twp/Range/Section: 149/031/13
 Owner: City of Blackduck
 Owner (secondary):
 Owner Address: 8 Summit Ave E.
 Owner City, State, Zip: Blackduck, MN 56630
 Class & Description: R1
 Tax Description: Residential

CALCULATION FOR ACREAGE FOR A PROPERTY DIVISION:

	AREA (SQ FT.)	CALCULATED ACREAGE:	PERIMETER (FEET):
NORTH LINE:	208.6300000		208.6300000
EAST LINE:	186.1100000		186.1100000
SOUTH LINE:	219.1600000		219.1600000
WEST LINE:	173.5000000		173.5000000
OLD	38828.1293000	0.89	787.4000000
NORTH LINE:	221.9800000		221.9800000
EAST LINE:	186.1100000		186.1100000
SOUTH LINE:	219.1600000		219.1600000
WEST LINE:	203.5000000		203.5000000
NEW	45172.9300000	1.04	830.7500000

Submission for:

Parcel #: 81.00489.00
 Property Address: 172 Pine Ave SW
 Property City, State, Zip: Blackduck, MN 56630
 Plat, Lot, Block: Blasiger Addition Lot -002 Block - 001
 Twp/Range/Section: 149/031/13
 Owner: Mystical Enterprises
 Owner (secondary): Mike Rice
 Owner Address: 172 Pine Ave SW
 Owner City, State, Zip: Blackduck, MN 56630
 Class & Description: B3
 Tax Description: Commercial



EHLERS

LEADERS IN PUBLIC FINANCE

March 2, 2018

Christina Regas, City Administrator
City of Blackduck, Minnesota
8 Summit Ave NE
PO Box 380
Blackduck, MN 56630-0380

RE: Potential Refunding of Existing Bonds

As your Municipal Advisor one of the services we provide is to monitor your outstanding bond issues and alert you to any potential refunding opportunities. An updated status report for your outstanding debt is attached. It includes general information about your existing debt and a brief comment regarding potential savings based on current market conditions. We will continue to monitor your issues on an ongoing basis and will contact you if we identify refunding opportunities that merit consideration.

If you have any questions about this information, please contact me.

Sincerely,

Ehlers

Todd Hagen CIPMA
Senior Municipal Advisor/ Vice President



City of Blackduck
 Status Report on Refunding of Existing Bond Issues

Original Bond Amount	Title	Call Date	Callable Amount	Callable Rates		Status
				Low	High	
\$495,000	General Obligation Bonds, Series 2006A	02/01/2015	\$145,000	4.500%	4.650%	As of March 2, 2018, we estimate that this refunding would not generate sufficient savings to be considered.
\$445,000	General Obligation Refunding Bonds, Series 2009A	01/01/2018	\$90,000	3.400%	4.250%	As of March 2, 2018, we estimate that this refunding would not generate sufficient savings to be considered.
\$1,165,000	General Obligation Bonds, Series 2012A	02/01/2023	\$655,000	2.100%	2.550%	As of March 2, 2018, we estimate that this refunding would not generate sufficient savings to be considered.
\$468,834	General Obligation Water Revenue Note of 2016	09/28/2016	\$461,600	0.560%	3.466%	As of March 2, 2018, we estimate that this refunding would not generate sufficient savings to be considered.



520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

March 14, 2018

John B Magnuson & Laura J Magnuson
1919 5th St SE
Bemidji MN 56601

RE: Petroleum Tank Release Site – Follow-up Vapor Intrusion Investigation
Site: Former Standard, 288 Main Street N, Blackduck, MN 56630
Site ID#: LEAK12811

Dear John B Magnuson & Laura J Magnuson:

On September 09, 2004, the MPCA closed the file associated with leaking tanks from the site referenced above (Site). However, since that time, the MPCA has determined that an investigation is needed to determine if petroleum vapors are present at or near the Site and if petroleum vapors may be impacting buildings at or near the Site.

The MPCA and its contractor, Terracon Consultants, Inc., will be sampling to determine whether underground petroleum vapors exist and may be traveling from the identified Site to nearby homes and buildings. The petroleum contamination in the area could release vapors that can rise through the soil and seep through basement and foundation cracks into indoor air. This is known as “vapor intrusion.” See enclosed fact sheet. Also, for your reference, a map is enclosed which shows the approximate locations of the borings that need to be completed as part of this vapor intrusion investigation.

The vapor intrusion investigation is being completed at no cost to you. However, if new or previously unknown contamination, including vapors is identified at your Site, the responsible party for that contamination may be requested to complete additional work to address the contamination.

In addition, if during the investigation, the presence of non-petroleum contamination is identified, the property may be referred to MPCA’s Site Assessment Program for potential state and/or federal Superfund oversight. For more information on the Site Assessment Program, please contact Doree Husnik, at 651-757-2374 or by email at doree.husnik@state.mn.us.

To complete the vapor intrusion investigation, the MPCA will require access to your property. Therefore, the MPCA requests that you sign the enclosed Access Agreement allowing the MPCA and its authorized agents to enter your property to conduct the investigation. Please return the signed Access Agreement on or before April 6, 2018 to Kathryn Serier at the following address or email address:

Kathryn Serier
Petroleum Remediation Program
Minnesota Pollution Control Agency
520 Lafayette Road N
St. Paul, MN 55155-4194
kathryn.serier@state.mn.us

John B Magnuson & Laura J Magnuson

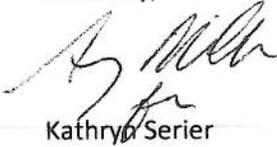
Page 2

March 14, 2018

If you have any questions regarding this letter, please call me at 651-231-6043, Andy Eddy at 651-757-2331 or Rose Tusa at 651-757-2490. Also, you may call Paul Wiese or Curtis Pranger at Terracon Consultants, Inc. at 651-770-1500.

Thank you.

Sincerely,



Kathryn Serier
Project Manager
Petroleum Remediation & Redevelopment Section
Remediation Division

KS:ah

Enclosures:

cc: Christina Regas, City of Blackduck
Brian Larson, City of Blackduck
Bill Patnaude, Beltrami County
Paul Wiese, Terracon Consultants, Inc (electronic)
Curtis Pranger, Terracon Consultants, Inc (electronic)



Minnesota Pollution Control Agency

520 Lafayette Road North
St. Paul, MN 55155-4194

Access Agreement

Between Minnesota Pollution Control Agency and John B Magnuson & Laura J Magnuson

Petroleum Remediation Program/Superfund Program

Doc Type: Access Agreement

Background

The Minnesota Pollution Control Agency (MPCA) is investigating, and/or taking corrective action in response to a release of petroleum from a tank(s) located at the **Former Standard (LEAK12811) located at 288 Main Street N, Blackduck, MN 56630 (PIN 81.0031.600)** (the "Property"). The MPCA is authorized to take these actions under Minn. Stat. § 115C.03, subd. 2 and 3. The MPCA is authorized to enter upon public or private property to take such actions under Minn. Stat. § 115C.03, subd. 7(2).

Agreement

1. **Parties.** The Parties to this Agreement are:
 - A. Minnesota Pollution Control Agency (MPCA); and
 - B. **John B Magnuson & Laura J Magnuson** (the "Property Owner").
2. **Access.** The Property Owner hereby consents and provides authorization to the MPCA, its employees, agents, and contractors to enter the Property for the following purposes:
 - A. Investigating and/or taking such corrective action as the MPCA deems necessary to remediate soil and groundwater contamination at the Property in response to a release of petroleum from a tank(s) located at **Former Standard, 288 Main Street N, Blackduck, MN 56630.**
3. **MPCA obligations.** The MPCA will notify the Property Owner at least 48 hours before entering the Property. Work will be conducted during the hours of 8:00 a.m. to 5:00 p.m. unless the MPCA receives permission to conduct work during different hours.
4. **MPCA and Property Owner precautions regarding work.**
 - A. The MPCA will conduct its activities so as to avoid unreasonable interference with the use of the Property. If any portion of the Property must be disturbed as a result of MPCA's activities, the MPCA will restore the property as close to its original condition as is reasonably possible under the circumstances.
 - B. The Property Owner will take reasonable precautions to ensure that the equipment of MPCA and its contractors on the property is not damaged, and that the work being conducted by MPCA, its employees, agents and contractors is not disrupted.
5. **Permits and well sealing.** The MPCA will obtain all necessary permits for installation and maintenance of any borings, monitoring wells, remediation wells, and/or water wells installed by MPCA or its contractors. Upon completion of all necessary sampling or remediation, the MPCA will seal the borings, monitoring wells, remediation wells and/or water wells in accordance with state law.
6. **Notification.** Unless otherwise specified, written requests or other documents sent to the Property Owner shall be addressed to:

John B Magnuson & Laura J Magnuson
 1919 5th Street SE
 Bemidji, MN 56601
 Telephone No: _____
 Email Address: _____

All reports or other documents sent to the MPCA shall be addressed to:

Kathryn Serier
Minnesota Pollution Control Agency
Petroleum Remediation Program
520 Lafayette Road North
St. Paul, MN 55155
651-231-6043
Email: Kathryn.Serier@state.mn.us

7. **MPCA Liability.** The MPCA shall be liable for injury to or loss of property, or personal injury or death, caused by an act or omission of any employee of the State in the performance of the work described above, under the circumstances where the State, if a private person, would be liable to the claimant, in accordance with Minn. Stat. § 3.736.

8. **Effective Date.** This Agreement shall be effective upon the date it is signed by the MPCA.

Certification

By their signatures below, the undersigned represent that they have authority to bind the parties they represent, their agents, successors, and assigns.

Minnesota Pollution Control Agency

Property Owner

Print name: _____

Print name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____



Petroleum Vapor Intrusion Pilot Study

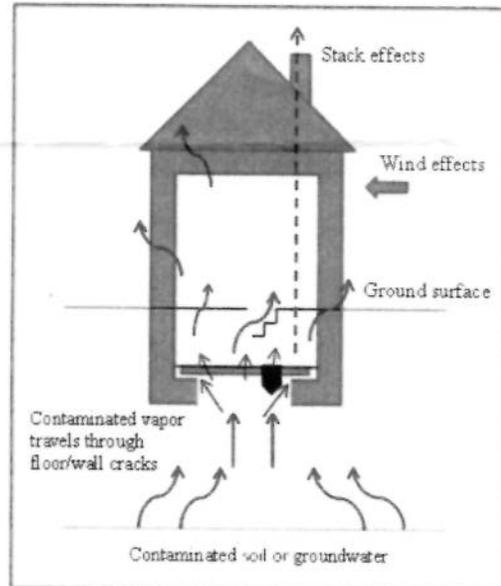
This Minnesota Pollution Control Agency (MPCA) factsheet provides information regarding vapor intrusion assessment activities being performed at various locations in Minnesota.

Project history

The MPCA is evaluating several petroleum contamination sites that were closed before the implementation of MPCA vapor intrusion assessment requirements in 2005. These sites are being assessed for the risk of vapor intrusion to nearby properties. Sites were selected for the pilot study based upon the presence of contamination in the subsurface at the time of MPCA site file closure and the nearness of potential receptors to the site. Potential receptors include business, residential, and mixed-use properties.

What is vapor intrusion?

Chemicals that have been spilled or dumped on the ground can contaminate soil and groundwater. One group of chemicals called volatile organic compounds (VOCs) easily evaporates into air. Petroleum products contain VOCs. VOCs evaporating from subsurface contaminated soil or groundwater rise toward the ground surface. If these vapors come in contact with a basement as they travel to the surface, they may enter through cracks in the foundation, around pipes, or through a sump or drain system. See figure. In this way, the VOC vapors enter buildings and contaminate the indoor air. This process is called "vapor intrusion".



Why is vapor intrusion a concern?

If there are high VOC concentrations in indoor air, occupants may be able to smell the vapors. Some people may experience headaches, eye and throat irritation, nausea, or other symptoms. Some people are more sensitive to these effects than others. These effects are usually temporary, and will go away when the person leaves the building or breathes fresh air.

More often, health officials are concerned about the possible health effects of long-term exposure to low levels of contaminants. At low levels, there is usually no odor to warn people that contaminants are in the air they are breathing. Health and environmental officials want to identify and take steps to reduce or eliminate vapor intrusion where possible.

What happens if vapor intrusion is suspected?

Anytime VOCs are released to the subsurface, the potential exists for vapor intrusion into nearby buildings. Typically, the responsible party or the MPCA hires a consultant to begin an investigation by collecting soil-gas samples to look for the presence of chemicals and their concentrations. If chemicals are present near a building, it may be necessary to collect soil-gas samples from beneath the building slab or to take indoor air samples.

Many factors such as the weather or the season, type of building construction, and ventilation affect vapor intrusion and indoor air quality. Many of the chemicals that may be present in soil vapor can also be found in common household products, cigarette smoke, and vehicle emissions. If the chemicals found in contaminated soil, groundwater, or soil-gas are not detected below a building's concrete slab or in its indoor air, it's less likely that vapor intrusion is occurring. On the other hand, if the same chemicals released to the subsurface are found below a building's slab or in indoor air (especially in a building with a basement), it suggests that vapor intrusion may be occurring, though the contaminants may also be coming from other indoor sources unrelated to the subsurface contamination. Multiple samples may be necessary to determine the source of the chemical detections.

What if evidence of vapor intrusion is found?

If the initial screening samples identify concentrations of concern, the MPCA will work with the property owner to perform additional assessment, and if necessary, take corrective actions. Although a variety of types of corrective actions are used to address petroleum releases, vapor intrusion from petroleum is typically mitigated by actions that direct the vapors away from a building. One example would be to ventilate soil vapors from beneath a building's slab to the atmosphere, an approach commonly used to mitigate radon. Usually when the contamination is the result of a spill or leak, the responsible party or the MPCA pays for the assessment and cleanup activities.

Former Standard (L12811)



January 31, 2018

Proposed Sample Locations Contamination Boundaries

- Proposed Soil/GW Probe
- Proposed Soil-Gas Probe
- Residual Contamination
- Residual Contamination 100ft Buffer
- Soil Probe
- ▲ Soil-Gas Point



Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community

Esri, HERE | DigitalGlobe, Microsoft | Esri, HERE, Garmin, (P) NRCant | Terracon



**Please do what you can to have
this brought up at the
Annual Township Meeting**

Beltrami County Board

701 Minnesota Ave NW, STE 210
Bemidji, MN 56601-3178
Telephone: 218-333-4109
FAX: 218-333-4246

Feb 2, 2018

Beltrami County Townships

Dear Township Board Members and Citizens:

**Subject: Annual Township Meeting: Request Consideration of Township
Contribution to the Northern Minnesota Veterans Home**

As you are well aware, the Northern Minnesota Veterans Task Force has been working for ten years toward locating a Veterans Home in our region. The 16 counties and four Indian Reservations in the “catchment area” of the proposed Northern Minnesota Veterans Home (NMVH) represent 27,658 veterans that would have to travel long distances to gain the service of a Veterans Home. All of us in these far reaches of the State of Minnesota find that unacceptable and have turned our frustration into action.

Enclosed you will find a fact sheet that contains the main points that impact us all. The case is very well made on this fact sheet, but a more thorough report of the need for the NMVH and the proposed solution can be sent electronically by our County Administrator at your request. The work done by the Task Force has included multiple Senate or House hearings in which testimony has been provided on behalf of the Northern Minnesota Veterans Home.

During this 2017 Legislative Session we gained some very strong momentum to accomplish this goal of have state money appropriated for a Veterans Home. The County Board and the Task Force that has been working on this decided that we would make a far better case for this if we made a commitment of local funds.

The Beltrami County Board has approved a pledge of \$1,000,000 from Beltrami County. Along with that pledge, Sanford Health of Northern Minnesota has pledged a parcel on their Bemidji campus that has a value of \$1.5 million. These two commitments, totaling \$2.5 million, have become the seed money for the Task Force to engage in an ambitious fundraising effort.

In the effort to raise local funds that will be used as leverage to gain the state and federal dollars, the Northern Minnesota Veterans Home Task Force is now turning to you, one of our local government partners. We are asking that you please consider a generous appropriation from your Township. All of our partner entities are aware that once a NMVH is built, the veterans in their community will have an option that is far closer to home than the current options, making this a very good investment of public funds.

We understand that townships across our county have very different tax bases and ability to support this kind of request. The county does want to stress that this is completely voluntary and that we will gladly accept appropriations of any amount. At this point, there are six townships that have made contributions, for a total of \$26,600. Those contributions have ranged from \$100 to \$10,000, reflecting the large difference in the township tax valuations.

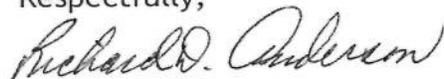
It is important to note that you may make a pledge to this project without having to make a payment this year. We estimate that once you make a commitment, your Township would have 5 years to honor the pledge, and could make a payment to the county in each year that you levy, with the funds going into an escrow account. **If for some reason we are not successful in getting the legislation in the near future years, all Townships would be released from their commitment and refunds would be made for any money on deposit.**

Please give this request your serious and immediate attention. Timing is crucial. As the Minnesota Legislature continues to debate the House and Senate bills that would fund this effort, we truly believe that they will put much stock in seeing a large local match to the state dollars.

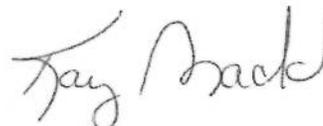
Thank you for your attention to this matter. Please let our County Administrator know as soon as you have made a decision on your anticipated contribution. Beltrami County will track the pledges and will keep you informed as to the year in which you would be asked to make your payment.

If you have any questions about the project, please contact our Veteran Service Officer, Scotty Allison, at 218-333-4178 or about the funding please contact Kay Mack, County Administrator at 218-333-4109.

Respectfully,



Richard Anderson
County Board Chair



Kay Mack
County Administrator

INFO ON THE NORTHERN MINNESOTA VETERANS HOME

1. Northern Minnesota's Veterans are geographically isolated from the state's existing Veterans Homes and are underserved in this large sixteen county region which includes Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Kittson, Koochiching, Lake of the Woods, Mahnommen, Marshall, Norman, Pennington, Polk, Red Lake, and Roseau.
 - **27,658 Veterans** live in the Northern Minnesota counties.
 - There are 18,155 Veterans living in Beltrami County and its nine surrounding counties according to the American Community Survey of 2015.
 - The nearest Veterans Home to Bemidji is Fergus Falls a distance of 128 miles.
2. Northern Minnesota is experiencing a rapidly aging Veterans population.
 - 77.2% of the veterans living in the 16 counties are over age 55.
 - In the 2011 ACS survey, 50% of the veterans in the 16 counties were over age 65; this has now **increased to 55.1%**.
 - Health care needs for these older Veterans is increasing especially for Vietnam War Veterans.
3. Northern Minnesota is home to a high concentration of American Indian Veterans.
 - Red Lake, Leech Lake, White Earth, and Bois Forte reservations are all located in the 16-county catchment area.
 - 1,036 American Indian Veterans live in the 16 counties.
 - 35% of Minnesota American Indian Veterans live in Northern Minnesota.

\$10,000 State Funding and \$10,000,000 Federal Funding

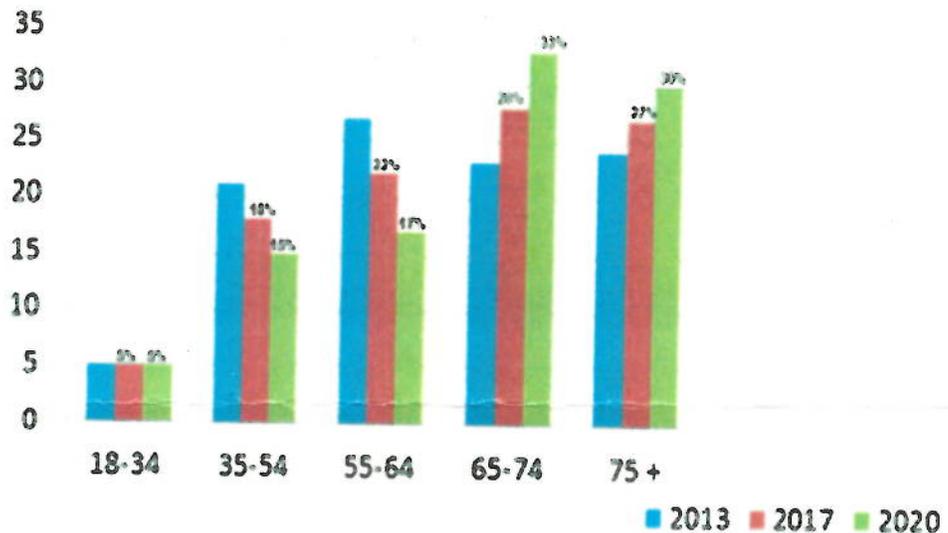
- The bills being heard in the Minnesota Legislature in 2017 would appropriate \$10,000,000 to the Northern MN Veterans Home. This \$10 million is the required match for \$10,000,000 in Federal VA Funding.
- The \$1,000,000 pledge made by Beltrami County would be funded from three different sources over a five year period (Development Fund, Fund Balance and Tax Levy)
- The portion coming from property tax levy would mean a $\frac{1}{4}$ of 1% increase to the tax levy in 4 of the next 5 years – set aside as a special levy
 - Example: If the portion of property tax on a tax bill that goes to the county is \$300, the cost of this levy increase would be \$1.50 / year for 4 years
 - If the portion of your property tax that goes to the county is \$1000.00, the cost of the special Veterans Home levy would be \$5 / year for 4 years.

Northern Minnesota Veterans Data

	Population (over 18)	# of Veterans	Percentage
Beltrami	33964	3404	0.100
Cass	22463	3094	0.138
Clearwater	6558	845	0.129
Crow Wing	48803	5735	0.118
Hubbard	16189	2085	0.129
Itasca	35682	4437	0.124
Kittson	3503	318	0.091
Koochiching	10460	1174	0.112
Lake of the Woods	3199	405	0.127
Mahnomen	3807	393	0.103
Marshall	7267	642	0.088
Norman	5156	500	0.097
Pennington	10814	989	0.091
Polk	24134	2293	0.095
Red Lake	3058	264	0.086
Roseau	11670	1080	0.093
Totals	246727	27658	0.112

Source: 2011-2015 American Community Survey 5-Year Estimates

Veterans Age by percentage (Northern MN Average)



77% of Veterans in Northern MN are currently over 55; by 2020 this will be 80% (projected)

To one and all:

House File 1109. Heard in-Committee, Monday, 20 February 2017 Précis

of the Bill summary of H.F. 1109 as compiled by the Minnesota House of Representatives Research Department.

This bill provides bond appropriations for the design and construction of two new state veterans homes, one in Bemidji and one in Montevideo, that will be run by the Minnesota Department of Veterans Affairs (MDVA). The appropriations are part of the 35 percent match which is necessary to be eligible to apply for the 65 percent match from the federal Veterans Administration to complete the proposed state veterans' homes. This bill authorizes the commissioner of Veterans Affairs to apply for federal funding for up to 140 beds for the two facilities and provides that the state shall pay the operating cost of the homes.

Montevideo and Bemidji.

>> For Bemidji - Subd. 2. Appropriation. \$6 million is appropriated from bond proceeds for a veterans' home in Montevideo and \$10 million is appropriated from bond proceeds for a veterans' home in Bemidji.

>> Subd 3. Veterans home established. Allows the commissioner of MDVA to apply for 65 percent federal funding match to complete veterans' homes and establish houses in Bemidji and Montevideo, with a total bed count for the two facilities of 140. It also provides that the state shall pay the operating costs for the homes. This is similar to how current state veterans' homes operate in Minnesota, with the state receiving a per diem for each eligible patient from the federal VA as well as resident maintenance charges from each resident to cover the cost of care.

>> Subd. 4. Nonstate contributions. Allows the commissioner of administration to accept contributions of land or money from non-state sources to raise the matching funds needed to apply for the federal match to complete the two homes.

>> Subd. 5. Bond Sale. Allows the commissioner of management and budget to sell and issue bonds for up to \$16 million.

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>> Effective date. Provides that this bill is effective the day following final enactment."

