



BLACKDUCK CITY COUNCIL WORK SESSION

MONDAY MAY 21ST, 2018 6:00PM

WORK SESSION MEETING MINUTES

CALL TO ORDER: The City Council of the City of Blackduck met in a scheduled work session at the City Hall at 6:02 p.m. on May 21st, 2018.

Roll Call

Councilors present: Mayor Patch, Councilors Sellon, Kolb, and Molnar

Councilors Absent: none

Staff Present: City Administrator, Christina Regas

Others Present: none

The meeting was called to order at 6:00pm the Pledge of Allegiance was not recited.

Topics covered in the work session were as follows:

1. OLD BUSINESS –

a. Vacant Committee Seats –

i. City of Blackduck Council Seat – 2018 General Election Filing Period 7/31/18 – 8/14/2018 – Regas reported the election guide has been reviewed for the 2018 election period and the details for filing for candidacies and the vacancies that will be on the ballot in November 2018. Regas further discussed the election training that will be available in July for Regas and other election judges. Regas further stated the new election equipment will have more training.

b. City Sales & Use Tax Proposal – Mayor Patch confirmed that the request for adopting a City Sales Tax will be on the November ballot. Regas reviewed the timeline discussed at the January work session. Council will adopt the Resolution supporting the adoption prior to the election. Regas reported she will confirm with Beltrami County when the information will need to go to the County to be printed on the ballot. Regas reported that Bob Klug will need to revise the CIP and submit the changes to Brandon Carlson from WSN before the Council adopts it. Nothing further.

2. NEW BUSINESS –

a. Re-zoning Application – Darrell Gross – Regas reported on a re-zoning application from Darrell Gross that the Planning Commission will be hearing at the June meeting for 3 parcels on Railroad Ave. to be re-zoned from Industrial to Residential. Councilor Kolb asked how a new owner of parcel 81.00215.00 would access the property. Regas suggested either by the platted right of way alley to the east of the lot or if the other parcel to the north is also purchased then thru that parcel. Councilor Kolb further asked if the parcels are re-zoned will the City need to move all the recycling bins. Regas reported not necessarily, however, the City has had many issues with garbage being thrown into the bins and the City Public Works has thought of removing them from the lot. Councilor Kolb asked if there will be an issue with having Industrial zones so close to Residential. Regas reported that at this point Planning didn't believe it would be an issue as there are other Residential lots in close proximity to them. Regas reported that many questions may come out at the public hearing on June 20th and suggested any Councilors attend the hearing if possible. Councilor Kolb asked if the snow that gets stored on the City lot will be an issue. Mayor Patch stated there is a drainage ditch behind the parcel and it all melts to the south. Nothing further.

b. Child Care Cohort – Regas reported on a training being offered for child care providers coming up in June. Regas stated the Cohort is a result of working with the Blackduck Child Care Coalition and the training is free to those that are interested in attending. Regas stated the training focuses on how a child care provider can build their daycare as a business.



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- c. Stittsworth Meats Meeting – June 20th, 2018 – Regas shared the timeline of Mychal Stittsworth expansion to Turtle River and how it can benefit local cattle and swine farmers. Regas and the Blackduck Development Corp have been working with Stittsworth to hold a meeting in June so Stittsworth can meet and greet and share the opportunity of his expansion. Regas’ roll includes gathering a list of names to send out invitations and connect with Mychal to arrange the meeting. Nothing further.
- d. 2019 Budget Planning Process – Regas reviewed a couple of points of interest Council will need to consider for the 2019 budget. Regas listed the Health Care Spending account contribution; a potential 2nd full-time position at the Liquor Store; a contribution from either the Liquor revenue or general fund levy to the Golf course to fund the equipment bond; and the need to fill an upcoming vacancy in the administrative assistant/deputy clerk position. Regas suggested the Council begin the conversations in June at the work session. Councilor Kolb asked for an approximate number of funds to transfer to the golf course. Regas didn’t have solid numbers yet but estimated a potential amount of \$10-\$15,000. Regas requested Council allow Regas to begin searching for a suitable replacement for Achen as it can take up to a month to interview and hire someone. Regas asked the Council for permission to hire a person for a part time position to train side-by-side with Achen with the intention to fill in when Achen leaves her full-time position. Council found the idea beneficial as the City can be quite busy in the summer months. Nothing further.
- e. Vacation Request – Regas reported vacation days she will be off in May and July. Nothing further.
- f. Memorial Service – Cindy Swedberg – Regas and Mayor Patch asked for the Council to contribute to pay for flowers for Cindy Swedberg’s funeral. Councilor Molnar stated she would help. Mayor Patch highlighted some of the volunteer organizations besides the Blackduck Chamber that Swedberg has been a part of. Regas suggested any an all council members attend the spaghetti feed in June.
- g. 2017 Audit Presentation Miller McDonald – Findings – Regas highlighted the findings Miller McDonald will bring to the Council at the June meeting from the 2017 Financial Audit.
- h. Other – Mayor Patch reported that Matt McFarland from HRDC has resigned his position. Patch reminded the Council that McFarland was the point of contact for the City for the housing rehab dollars.
- i. Other – Mayor Patch reported a presentation he attended recently from Michael Meuers in Bemidji and his efforts to bring more inclusion to communities and the local tribes. Meuers “works in a variety of ways to bridge Indian and non-Indian culture of north-central Minnesota by encouraging learning, celebration of diversity and to open a dialogue that would begin conversation”. Meuers was instrumental in the City of Bemidji to include the signs on local businesses in Ojibwe. Patch suggested the Council and the School Board and local business owners invite Meuers up to the Blackduck Community. Mayor Patch was encouraged to work with Meuers to create a meeting date for the Blackduck Community. Nothing further.
- j. Pipeline 3 Approved – Councilor Sellon reported that Line 3 was approved and Mayor Patch stated the Blackduck Police Department is working on training with Beltrami County Sheriff’s Office in preparation for any large event that may happen. Nothing further.

3. ADJOURN – Council adjourned their work session at 7:26pm.

Christina Regas, City Administrator

Rudy Patch, Mayor