



BLACKDUCK CITY COUNCIL MEETING
MONDAY, JULY 8TH, 2019 @ 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 6:00pm. July 8th, 2019. Meeting called to order by Mayor Patch and the Pledge of Allegiance was stated.

ROLL CALL:

Councilors present: Mayor Patch, Councilors Kolb, Moore, Sellon, and Gulette

Councilors Absent: none

Staff Present: City Administrator Christina Regas, Liquor Store Head Bartender Melissa Gulette, Public Works Supervisor Mike Schwanke, Golf Course Superintendent Jim Andersen, and Police Chief Jace Grangruth

Others Present: Blackduck High School Trap Team Booster Member, Michelle Frenzel

APPROVAL OF AGENDA –Moved by Councilor Moore and seconded by Councilor Gulette to approve the agenda as submitted. Motion carried unanimously.

CONSENT AGENDA – Moved by Councilor Gulette and seconded by Councilor Kolb to approve the consent agenda requesting discussion on item(s) g. and l. Discussion by Gulette on item g. requested further information on how close to the approved work on wells 5 & 8 by Thien Well came in on budget. Regas reported there was more cost in parts but the labor was in line with the approved amount +10%. Regas stated that the parts estimate could only be finalized once repair work was being completed. Mayor Patch requested information regarding the cost savings to the City for the new street light LED fixtures from Beltrami Electric. Regas could not report on the detail but did state the electric bill for June 2019 was higher than normal due to the amount of time the irrigators were running. Regas stated she would report to council on the street light electricity at a later time. Mayor Patch stated item l. was not present for final approval due to not receiving it prior to the Council Meeting. Hearing no further discussion on the motion, Mayor Patch called for a vote on the motion.

1. June 4, 2019 Council Meeting Minutes
2. June 17, 2019 Liquor Committee Meeting Minutes
3. June 17, 2019 Council Work Session Minutes
4. June 19, 2019 Planning Commission Meeting Minutes
5. June 25, 2019 Revolving Loan Fund Committee Minutes
6. June 2019 Fund Balance Report & Bond Payments & Transfers
7. June 2019 Bills
8. YTD June 2019 Income Statements
 - a. Water, Sewer, Pine Tree Park, and Golf Course
 - b. Liquor Store
9. June 2019 Month End Remittance Report
10. May 2019 LG216 Lawful Gambling Monthly Rent Report
11. Final approval – LGA first half additional payment
12. Final approval – LGA first half payment
13. Final approval – June 2019 First Half Property Tax Settlement Statement
14. Final approval – July Part-time new employees



BLACKDUCK CITY COUNCIL MEETING
MONDAY, JULY 8TH, 2019 @ 6PM
REGULAR COUNCIL MEETING MINUTES

15. Final approval – Ehlers report – Potential Refunding of Existing Bonds
16. Final approval – 2009 Owner Occupied Residential Housing Rehabilitation Notes – Satisfied
 - a. Sara Palmer – 465 Scenic Hwy 39
 - b. Christopher & Launa Jablonski – 265 Summit Ave.
 - c. Beverly Gibson – 257 1st Street NW

Motion carried unanimously.

BLACKDUCK FORUM –

No one present to speak.

REVOLVING LOAN COMMITTEE – Sarah Linda HRDC Finance Specialist

1. Flowers in the Attic Loan Recommendation – Moved by Councilor Gulette and seconded by Councilor Moore to approve the recommendation of the revolving loan fund committee to loan to Cheryl Lindner for her business a \$15,000 10-year loan @ 5.5% interest and a \$5,000 10-year loan @ 0% interest for real estate improvements. Further discussion by Regas requesting Council consider approving an additional \$500 to cover the closing costs of the loan(s). Councilor Moore asked if Lindner plans to do exactly what is being done in the existing building now when she moves into the new location. Regas confirmed. Councilor Gulette revised the original motion to include the additional request of \$500 for closing costs for a total loan of \$20,500. Councilor Sellon asked for clarification as to why the improvement loan would be at 0% interest. Regas stated the guidelines for the two separate types of loans allow the interest rate to be lower or 0%. Hearing no further discussion Mayor Patch called for a vote on the motion. Motion carried unanimously.

PUBLIC WORKS REPORT – Mike Schwanke, Public Works Supervisor

1. Report – Schwanke reported in the month of June 10 new street lights were installed further reporting that in 2020 there will only have 6 lights left to be replaced with LED of the lights the City owns. Councilor Gulette asked for clarification on what lights the City owns. Schwanke stated some of the street lights in the City are owned by Beltrami Electric. Schwanke stated the gravel roads that had issues in May and early June are beginning to be in better shape. Schwanke stated his staff has bladed them out and they are looking much better. Schwanke reported the #3 Irrigator @ the ponds had its approved updates completed and the staff has worked to ensure the speed and direction of the speed at which it is spraying is correct. Schwanke stated he has spent time replacing other parts on #2 irrigator because it has gone down and get clogged with duck weed. Schwanke stated a person from MRWA will come in to sonar the ponds to tell the City what the sludge level of the pond is. Schwanke stated he did not believe it had been done before. Schwanke stated the sonar will tell him how much sludge is in the pond giving more accurate idea of how much water the pond(s) can hold. Councilor Gulette asked if the sludge is too high is there a process for removal. Schwanke stated there are a few different ways like having the pond dredged, or use a micro-organism. Councilor Gulette asked if the lift stations are running well. Schwanke confirmed and reported he will work with a representative from Team Lab to find out what if anything is needed to work on the stations. Councilor Gulette



BLACKDUCK CITY COUNCIL MEETING
MONDAY, JULY 8TH, 2019 @ 6PM
REGULAR COUNCIL MEETING MINUTES

asked if the City is sending out PA to “not strain hamburger grease down drains”, Regas reported not at this time.

LIQUOR STORE REPORT – Shawnda Lahr, Liquor Store Manager

1. Report – Gulette reported on behalf of the Liquor store stating there are some new events coming in July. Thursday Nite Live on July 11th will offer corn hole tournaments, a DJ, BBQ, and drink specials. Nothing further.

LAW ENFORCEMENT REPORT – Jace Grangruth, Police Chief

1. Report – Grangruth reported the final invoice from Roger’s Two Way has come in but he did not have an accurate copy to present to Council for final approval. Regas reported the amount of the final invoice is within Council’s approval. Grangruth stated the department has been very busy, the community has been very busy. Grangruth reported the AED in the squad needs replacing and he is looking into potential funding to offset the costs. Councilor Gulette stated he received several calls regarding fireworks on the 4th of July. Grangruth stated his department received no calls/complaints. Nothing further.

FIRE DEPARTMENT REPORT – Brian Larson, Fire Chief

1. Final Approval – Leave of Absence -Volunteer Fire Fighter Zack Jones – Regas requested final approval of a recommended leave of absence for volunteer fire fighter Zack Jones. Councilor Kolb asked Regas how many vacant spots are available for volunteers. Regas the Fire department can accept as many volunteers as there are able qualified candidates. Regas further stated there are some restrictions of the number of volunteers the department can have depending on the person’s location for living and working. Mayor Patch requested a motion on the leave of absence. Moved by Councilor Moore and seconded by Councilor Sellon to approve the one-year leave of absence of volunteer fire fighter Zack Jones. Motion carried unanimously. Nothing further.

GOLF COURSE REPORT – Jim Andersen, Golf Course Superintendent

1. Report – Andersen stated rounds of golf in May and June are in line with the same as 2018 regardless of the late May start to being open. Andersen reported to the Council the irrigation system has not been working correctly due to the increase in duck weed and algae in the ponds resulting in the staff having to hand water the greens. Andersen stated he has applied herbicide to remove the algae but without a way to aerate the pond the duck weed will continue to plug up the system. Councilor Kolb asked if the costs associated with an aerator versus the chemicals is enough to assist paying for an aerator. Andersen stated if the aerator is not made just for a golf course then costs are lower. Mayor Patch asked if a golf board meeting has been scheduled for July. Regas stated not at this time but she would work to schedule one. Andersen further reported the Trim Mower for the tee boxes has only one-reel mowing which is forcing him to take twice as long to mow them. Andersen stated after having mechanics looked at the machine it has been determined that the reel motors need to be replaced and are \$663/each. Andersen believes the motors are the issue. Patch suggests having the golf board discuss both issues at the next meeting. Andersen further reported the clay valves could be the



BLACKDUCK CITY COUNCIL MEETING
MONDAY, JULY 8TH, 2019 @ 6PM
REGULAR COUNCIL MEETING MINUTES

irrigation issues too. Andersen stated the clay valve is most lightly plugged as he finds duck weed in the sprinkler heads. Regas asked how many motors would need to be replaced for the trim mower. Mayor Patch suggested the Council approve Andersen order one motor to narrow down the issue with the trim mower. Regas asked if Patch was approving the purchase. Moved by Mayor Patch and seconded by Councilor Sellon to approve the purchase of one motor for the trim mower at \$663. Councilor Gullette asked if there is a better way to diagnostic out the issue with the mower. Councilor Kolb asked if there have been service technicians that have looked at the mower and have given Andersen the same opinion of what is wrong. Andersen stated no that the hydraulics have been looked at and those are fine, the new pump that was installed in 2018 is also fine, there is also nothing wrong with the relief valve. Regas asked if the issue(s) with the trim mower have been happening for more than 1-2 years. Andersen stated yes. Mayor Patch asked how often the tee boxes need to be mowed. Andersen stated are mowed twice a week. Kolb stated the amount of time to mow the tee boxes if it was reduced could save money in the long term. Councilor Sellon asked if a used or refurbished or rebuild kit for the motor could be purchased. Andersen did not know or where to search given the age of the mower. Mayor Patch called for a vote on the motion. Motion passed by a vote of 4 to 1 – Voting for: Mayor Patch, Councilors Kolb, Sellon, and Moore; Voting against: Councilor Gullette.

2. Marketing – Councilor Gullette asked what Pam Exner is doing to promote the golf course more this year that wasn't being done before. Regas could not assist with commenting. Andersen stated Exner has assisted the Ladies League to promote the ladies scramble, and has been helping more with the tournaments. Andersen believes having Exner run the club house this summer the processes are running smoother and there have been more staff meetings being held. Nothing further at this time.

LIBRARY REPORT – Kelly Hanks, Head Librarian

1. Report – Councilor Gullette stated Hanks planned to request her hours be increased due to the increase in traffic in 2019.
2. Library Board Meeting – July 16, 2019 @ 6pm @ Blackduck Library
3. Kitchigami Regional Library Board Meeting – July 18, 2019 @ Pine River

ADMINISTRATOR'S REPORT – Christina Regas, City Administrator

1. Donation Request – Blackduck High School Trap Team Booster – Moved by Councilor Gullette and seconded by Councilor Sellon to approve a donation for the Blackduck High School Trap Team Booster club to pay for the registration for 7 athletes at National's in Michigan. Michelle Frenzel was present to request for funding and to inform the City Council about their organization. Councilor Gullette asked what if any the school funds. Frenzel stated the registration for the team each year but nothing more. Frenzel stated the majority of the funding is all raised by the trap team booster club which is not part of the school booster club. Frenzel stated the club is there own 501C3. Frenzel stated the team has grown since it started in 2014 and has increased the amount of coaches and players. Frenzel further stated there are several other fundraisers the team does during the year, including a fall banquet, a craft table at Woodcarvers, Pancakes in the Park for Backwoods Bash, Brat Feed and Expendables, and a raffle in October. Frenzel reported the fundraising goal is \$15,000 annually. Regas asked what grades the team represents. Frenzel stated the



BLACKDUCK CITY COUNCIL MEETING
MONDAY, JULY 8TH, 2019 @ 6PM
REGULAR COUNCIL MEETING MINUTES

students must have their firearms safety at be 12 years old (6th -12th). Councilor Sellon asked if this is the first year at Nationals. Frenzel stated it is the second. Hearing no further discussion on the motion Mayor Patch called for a vote on the motion. Motion carried unanimously.

2. Resolution 2019-02 – Resolution of Annual Appointments & Designations for 2019 – Revision – Moved by Councilor Moore and seconded by Councilor Gullette to approve the revised Resolution 2019-02. Motion carried unanimously.
3. Reminder July 22, 2019 Council Work Session @ 6pm
4. Finance Committee Meeting Request – It was agreed to hold the first Finance Committee meeting following the work session on July 22, 2019.
5. Reminder August 5, 2019 Council Meeting @ 6pm
6. Letter commending Chief Grangruth – Regas read a letter from a resident that was grateful for the assistance Chief Grangruth gave them in helping to find and return home their dog.
7. Formal Thank to the area First Responders – Regas wished to be on record to formally recognize the work and volunteerism the Blackduck area first responders (Ambulance, Fire, and Law Enforcement) has provided for the community in June. Regas stated that without the first responders in the community many area calls for assistance in June would have taken much longer.

MAYOR AND/OR COUNCIL MEMBER REPORTS –

1. Mayor Patch – Patch reported the LMC Annual Conference was really well attended with over 600 attendees and had many interesting breakout sessions. Nothing further.
2. Councilor Gullette – Gullette asked Chief Grangruth what his standard answer is when residents complain about lighting fireworks. Grangruth stated during the 4th of July holiday the department has more leniency. Grangruth stated any other day of the year the fireworks would be confiscated.

COMMUNITY EVENTS/GOOD THINGS HAPPENING – Councilor Moore read the Community events and Good things Happening into the record.

1. City of Blackduck Employee Anniversaries –
 - a. **Scott Geerdes** – (July, 2013)
 - b. **Bailey Baumbartner** – (July, 2015)
 - c. **Gail Landowoski** – (July, 2018)
 - d. **Andrew Jespersen** – (August 2016)
2. Blackduck Development Corporation Meeting –July 10, 2019 @ Good Samaritan Community Room
3. Blackduck Chamber Meeting – July 17, 2019 @ Hungry Duck Restaurant
4. Blackduck Woodcarvers Festival – July 27, 2019 @ Wayside Rest Park
5. Blackduck Planning Commission Meeting – July 17, 2019 @ 2pm @ City Hall

OTHER NEW BUSINESS – No new business.

ADJOURN – Moved by Councilor Kolb and seconded by Councilor Sellon to adjourn the meeting at 7:15pm. Motion carried unanimously.



BLACKDUCK CITY COUNCIL MEETING
MONDAY, JULY 8TH, 2019 @ 6PM
REGULAR COUNCIL MEETING MINUTES

Christina Regas, City Administrator

Rudy Patch, Mayor