



MINUTES

Council - Work Session Meeting

6:00 PM - Monday, April 20, 2020

Zoom Meeting & YouTube Live Stream

The Council - Work Session of the City of Blackduck was called to order on Monday, April 20, 2020, at 6:00 PM, in a Zoom Meeting and live streamed on YouTube, with the following members present:

COUNCILORS PRESENT: Councilor Jason Kolb, Councilor Maxwell Gullette, Councilor Paige Moore, and Mayor Rudy Patch

COUNCILORS EXCUSED:

STAFF PRESENT: City Administrator Christina Regas, Police Chief Jace Grangruth, Public Works Supervisor Mike Schwanke, and Liquor Store Manager Shawnda Lahr

OTHERS PRESENT: Stephen Rose & Gail Leverson of Widseth

1 CALL TO ORDER

- a) Roll Call
Roll Call was taken by Administrator Regas, all Council members were present.
- b) Pledge of Allegiance
Mayor Patch dispensed with the Pledge of Allegiance.

2 APPROVAL OF AGENDA

- a) Approval of the Agenda

1

Paige Moore moved to approve the agenda Maxwell Gullette seconded the motion.

CARRIED. 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Paige Moore	For
Rudy Patch	For

3 OLD BUSINESS

- a) City Building Designs & Redesigns - Stephen Rose, Widseth
 - 1. Liquor Store Combined Reports & Cost Estimate 4-16-20 - Rose presented a summary of the liquor store report with estimates. Rose reported on the expansion to the off-sale and the separation wall between the kitchen in the on-sale and the off-sale. Rose reviewed the need to add an additional restroom based on additional square footage being added based on the number of occupants the building can

accommodate. Rose further reported on the electrical, plumbing, and HVAC needed upgrades to support the addition. Rose further stated the cost per square foot for a 20' x 54' addition to the existing building type. Rose stated the addition cost estimate to be \$166,320 - \$200,880; the new walk-in cooler to cost \$60,960-\$69,120; remodeling to the existing store to be \$85,680 - \$137,760; mechanical estimated costs \$75,500; electrical estimates \$108,928; site work \$50,000; design fees and services \$59,500 for an estimated total cost of the project to be \$547,388 - \$642,188. Rose proceeded to review the provided floor plan.

2. Liquor Store PROPOSED Floor Plan - Rose provided a review of the changes to the building including double the size of the retail space, increase the capacity of the cooler space, and increase the work space of the kitchen and clean up traffic patterns. Rose stated this requires a much needed breakroom and relocation of the office. By providing more retail and cooler space the reduction of storage space in the building frees up square footage for these new employee options. Rose stated the delivery door would be relocated to the north side of the building close to the new cooler and the existing east entrance becomes an employee entrance only. Rose stated the existing kitchen would expand into the existing office space during the design phase. Rose discussed the difficulty with the employee breakroom location and the accessible entrance to the bar. Rose opened the conversation to questions. Councilor Gullette asked if the new cooler counts into the increased overall square footage of the addition. Rose stated yes and pointed that the walk in cooler becomes retail space for purchasing product. Mayor Patch asked if the existing cooler would remain in the same place. Rose stated yes and would now be used for the smaller 4 & 6 packs and there would be less backstock. Gullette stated his concern for a north entrance being a downside in the winter. Rose agreed. Lahr stated that more deliveries would be brought into the building on pallets which decreases the time the door is opened. Lahr stated that there would need to have more work and discussions to have the plans perfect but it is a good start to find a budget to move forward with. Gullette stated it is a good start and that moving the office and expanding the kitchen would be a big benefit.

3. Combined Maintenance & Police Facility Program & Estimate - Rose stated the building would be estimated at 10,800 sq. ft. and depending on the type of building (*pre-engineered steel frame vs. Pre-engineered wood frame*) could be between \$1,036,800 - \$1,803,600 plus design fees of 10%. Mayor Patch was surprised at the cost. Gullette asked if financing has been looked into yet. Regas stated that was why Gail Levenson was on the call and that after all proposals were discussed those options could be discussed.

4. Blackduck City Hall Program & Estimate - Rose stated that on the City Hall program report the estimated square footage for the facility would be 2500sq. ft.. Rose stated the options the City has discussed to either remodel an existing building or build new. Rose further stated remodeling costs depending on light to heavy need could cost \$112,500 - \$302,500. Rose stated new construction could cost \$467,500 - \$577,500 plus design costs of 10%.

5. Department Feedback - Lahr stated that she reviewed the 2018 sales for the liquor store which wasn't a very large revenue year and then discussed with other cities that have completed remodels or rebuilds. Lahr stated those cities reported the business can expect to grow sales between 10-15% (*which over 2018 would be \$100,000*) in gross sales if the expansion was completed. Lahr further stated those numbers are just for the off-sale business. Lahr continued pointing out that the expansion of the kitchen into more space could offer additional sales to the bar. Chief Grangruth stated his feedback is very little at this point for the public works building. Schwanke stated his feedback is the price per square foot appeared high. Rose stated he recently assisted with the design of a cold storage building of the same size no insulation or foundation just bare bones and the cost was \$65/sq. foot. for comparison and had no interior finishes. Mayor Patch asked if a 6" concrete slab stated in the program report sufficient for the City equipment to park on. Schwanke stated yes. Councilor Gullette asked if the total size of the building needs to be that

large assuming the City would still keep the old garage if the new one was built. Schwanke stated that he would encourage the City to sell the old public works building and old LEC building and return that property to the tax base. Schwanke further stated putting more money into those buildings doesn't make sense. Schwanke stated building the new facility the City is looking at a 60+ year life for the building. Mayor Patch further stated the property size to go back to the tax base would be great in the business district.

5. Funding Options - Gail Levenson Widseth - Levenson provided the board a quick funding option document for review. Levenson stated she reached out to several funding resources for opportunities. Levenson provided funding options for the public works building through the Red Lake program through the utility program that could provide 0% interest for 10 years for part of the debt, and the Community Facility program for 2.375% interest for 30 years. Levenson stated the Red Lake program would carry a debt service payment of \$1875/month for 10 years. Levenson stated that financing public buildings there is a cap on the total cost of \$450,000 total project cost without needing a referendum. Additionally Levenson stated an equipment grant of up to \$50,000 could be added. Levenson stated grants typically are not available for buildings. Levenson then stated the liquor store addition options would require bonding sale of up to \$450,000 could carry a monthly debt service of \$1800/month for 15 year term. Finally Levenson stated if the City chose to bond it could for both projects together and would calculate the City per capital debt limit. Levenson stated she looked into other resources such as FEMA, Blandin, Bremer Foundation, US Bank and Deerwood Bank, and the Neilson Foundation. Levenson stated since the Liquor store is a business and provides jobs there are some benefits for some funding resources. Gullette asked if the number of years of funding would be compared to the number of years the facility would depreciate. Levenson stated the number of years funding wouldn't cover the entire depreciate life of the building. Regas stated the City has a depreciation schedule for buildings but it exceeds the number of years the funding timeline Levenson is providing. Regas asked Levenson if the City is better combining the City facility into one building instead of multiple. Levenson stated the option for bonding would still be there if the building was used for more of the community. Levenson used the option of making one of the buildings a designated storm shelter provides other types of funding. Levenson stated the options still remain the same regardless of number of buildings. Mayor Patch asked where the City was in terms of the debt to population ration. Regas did not have the number but would look into providing that for the next meeting. Levenson proposed the question of the value of the old public works building. Schwanke stated possibly \$30,000 for the old public works building. Regas stated it would cost more for the demolish and could possible be a Brownfield project. Mayor Patch stated if there was a community room would there be better funding. Levenson stated it is best to decide what building the City would get the most use from and to start from there. Regas stated the liquor store is a need and encourages the council to strongly consider it. Regas further stated the public works building is strongly encouraged since the tax payers money invested in the equipment is depreciating fast sitting outside. Levenson stated the liquor store should be able to support its own debt. Levenson asked the council how they feel about the City Hall remodel numbers. Mayor Patch stated the numbers are still very high and the City truly needs to focus on public works instead. Gullette was in agreance. Councilor Moore had no questions for Levenson or Rose at this time. Councilor Kolb had no questions for Levenson or Rose at this time.

6. Next Steps - Rose stated the ball is in the City's court and the council needs to decide of the 3 projects which ones are the most feasible for the City to move forward with. Rose stated the contract at this point has been fulfilled and he will await notification from the City. Rose stated he will be available for future discussion. Regas stated when she invited Levenson to the call, Levenson had asked if the City had an order of importance for the buildings. Regas recommended the City move forward with the liquor store and if the correct funding is acquired to move forward with public works. Regas stated in her opinion the liquor store could fund its own

debt and the additional growth could assist. Mayor Patch asked if the City has to go through the engineer process or can the City go through a different architect and build the facility for potentially half the price and does the City have to go through this process to get the funding. Regas stated the City can choose whatever engineer they believe is the right fit, however, the process has already begun. Regas further stated that Widseth will provide the full process of blueprints for the building, electrical, plumbing, etc. Regas stated once those blueprints are ready then the City would go out for public bid which could reduce costs. Patch asked why the City has to pay someone \$169,000 to have blueprints drawn up to have the project bid. Regas stated at this point yes, unless the City chooses to take what was gained and paid for through Widseth and find another architect to provide plans. Gullette stated another architect will most likely charge the City relatively the same amount. Patch asked why can't 2 contractors come up with the plans and bid the projects. Patch asked why the City has to go through an engineering company. Regas stated the City could go through just an architect, but as a City a full set of plans will be needed to request competitive bids and the City will need to since they are a governing entity. Gullette stated the City can't just go to the lumber yard or Lakes concrete and ask for pricing. Regas stated she did not have the thresholds with her but knows the projects will have to go out for competitive bids. Regas stated the City needs to review the project and processes just like an infrastructure project. Regas stated tax payer dollars are being used and public hearings are needed and potentially a referendum. Patch stated the City could keep the existing public works building then erect a 50'x200' pole building cold storage to store the existing equipment to get the equipment inside. Patch stated he is having difficulty with the \$2 million price tag. Grangruth stated he agrees with Mayor Patch that the building is by the number of stalls with a foundation and water sources. Schwanke stated the price does seem ridiculous but the City needs to understand a long term investment is what the City is deciding to do, not just a 3 year lifespan building that would be temporary. Schwanke stated the sticker shock is high and he thinks the numbers could come down, but Schwanke cautioned the board that he does not know the correct procedures for the City to move through the process the correct way. Schwanke stated he will be looking into alternative pricing for comparison if the City had the cash to provide to put the building up to see if there is any difference. Schwanke asked if the liquor store profit can be used in other city projects. Lahr stated the \$100,000 mentioned was just gross sales earlier stated. Lahr further stated the City transfers \$65-75,000 to the general fund every year. Lahr further stated that when she started the Liquor store could only transfer \$30,000 and some years was less. Regas asked Lahr to comment on the Bagley Liquor Store numbers for their new store. Lahr stated 10 years ago the City of Bagley spent \$1.6million to build the liquor store which is just off-sale. Lahr stated generally Bagley moves \$85,000 to the general fund each year and the liquor store funds its own debt payment of \$60,000 a year. Patch confirmed for Schwanke that the Liquor store is moving funds and assisting in funding debt. Gullette asked if there are certain rules as to where funds from the liquor store can go noting funding must be transferred to the general fund before being used. Regas confirmed. Lahr stated that many items on the liquor store report like the heating system already need to be addressed and could save expenditures if the heat source moved from electric to propane. Lahr stated electrical needs updating too. Mayor Patch stated the Liquor store needs to be seriously looked at and to continue the conversations. Gullette asked if the project costs for the liquor store included the sewer work. Patch stated yes. Chief Grangruth added that his facility is in need of upgrades and the new combined building would solve many issues he is having with the current location. Grangruth stated although the roof was re-roofed just a few years ago, he has leaking in portions of the ceiling, the floor coverings are very old, and he is not ADA compliant.

b) Golf Course Cart Shed -

Regas stated the contractor is going to order the tresses for the cart shed. Mayor Patch stated he will be working on staking out the build site with Kevin Erpelding this week. Nothing further.

c) Rural Development Grant Application - Christina Regas
Language Access Plan (LAP) for City of Blackduck

Regas stated the need for a LAP or Language Access Plan is a requirement to comply with the Community Facility Grant for the skid steer from USDA. Regas stated in the upcoming months she will be partnering with the department heads to review if there are any deficiencies in their areas. Mayor Patch asked if the compliance is going to keep the City from receiving funding for the grant. Regas stated no. Councilor Moore and Kolb both thought the LAP was a good plan to have in place for the City. Nothing further.

d) Donation Request - Blackduck After Prom

Councilor Gulette stated the prom is still in a 'holding pattern'. Regas stated she spoke with Sandy Lien and stated there is no plan at this time to move forward with the Prom. Mayor Patch stated the Boosters are putting banners for the senior class on the baseball fences. Nothing further at this time.

e) Seitz Chainlink Fence - Mayor Patch

Mayor Patch stated he requested the fence discussed at the April council meeting be on the agenda for further discussion. Patch stated he discussed the issue with the fence failing from the snow this past winter with an installer of chain link fencing. Patch stated he received feedback from this installer that the fence posts had been installed too far apart and that the top support bar of the fence bent from the weight of the snow. Patch stated in his opinion the fence failing was not from any fault of the City. Gulette asked if Patch had spoken to the property owners. Patch stated no and request Regas provide the council with the land use permit to review by the board. Patch further stated that Regas does not 'inspect' the installation of fences once a permit is issued. Regas stated the permit was not approved until 2018 early 2019 but that she did measure the street to provide the property owner the location of the setback which is noted in the permit. Regas further stated that included with the approved permit she provides the property owner with a copy of the permit application and any other documentation. Regas stated the permit was approved with a 12' setback and that existing items (*flag pole & bird house pole and water shut off*) need to be on the outside of the fence. Regas further stated she had conversation regarding the fence issues and she is saddened that it failed. Patch stated with the snow load the fence would fail based on the information he was provided that the distance between posts being too far the bending would happen. Patch asked if the City needed to reach out to the property owners again. Patch stated provided how the water shut off is in the right of way the City would have sheered off the shut off if the staff was plowing snow up over the curb and that did not happen. Schwanke stated if the City plowed the snow up into the fence the shut off would have been sheered off, the bird house would have been taken out and 4 feet of wooden privacy fence. Regas stated the City has only spoken to the property owners once this past winter and the city suggested to the property owners to make an insurance claim for the fence. Regas further stated that property owners seeking repair on property such as this is just not how the City should operate. Regas further stated it is not the City's position to reach out to the property owner any more than what was done. Patch stated at this point he believes it to be a dead issue. Regas asked Councilor Gulette if the issue is dead as the property owner approached him. Gulette stated from what he has heard he will back up the decision and if they want something more they should come to the full council. Councilor Kolb asked if the property owners will have to move the fence back when repaired to the correct set back. Regas stated the City should request the fence be placed with the correct setback however, she would like to measure the existing fence to ensure the fence is in the wrong place now. Regas further stated it is not the responsibility of her role

with the City to validate the installation of permit requests. Kolb asked if moving forward will the City set a policy that the City will validate all installations and permits from here on out. Regas stated she will not implement a policy such as this, there is not enough staff time or expertise to do so. Nothing further.

4 NEW BUSINESS

a) Public Works Department topics for Discussion - Mike Schwanke

1. Croswell Avenue - Schwanke stated the Croswell is holding up this spring pretty well. Schwanke stated the ditching held up and helped. Schwanke further stated he will ditch more this year and add gravel to crown the road so the water sheds. Gullette asked if the department has more of the millings left. Schwanke stated no but he would like more. Regas stated due to COVID and school buses not running on Croswell has assisted in the state of the road.

2. Streets - Schwanke stated the City crew is working on frost boils in alleys and some rural section of roads. Schwanke also stated there are some roads where the man holes look to have raised up but it really is the road sank and that will level off later in spring. Regas asked if the City needs to put any additional road restrictions on some rural roads. Schwanke stated it isn't easy to restrict in some places that are dead end roads. Regas asked about other roads like 4th Street SE. Schwanke stated it is difficult due to some of the traffic that is on the road. Patch stated that without the buses running the damage on the frost boils don't have as much of an issue. Gullette stated there is one semi-tractor that is parking on 4th Street SE and that is causing issues. Schwanke asked if we have parking restrictions in residential zones. Regas stated yes. Schwanke stated that is a better way to restrict traffic than have a road restriction. Gullette asked if the trailer was empty is that easier on the road. Schwanke stated yes because a full load will tear the road up more. Regas reviewed the parcel in question and its location to the zoning in the area stating the residential zone is on an island surrounded by industrial areas and that provides an issue. Chief Grangruth stated the City has had this issue in the past and the City decided as a group the residents had to be allowed a place to park their vehicles. Grangruth further stated it was allowable for semi-trailers to park on Railroad for these vehicles. Schwanke continued stating the sweeper has not been running as much as needed due to cold temperatures.

3. Equipment - Schwanke stated the tractor still has its brake issues, leveler needs repair, etc.; the large plow truck has rust in the box, hoses are rotting out, electrical issues; the regular cab Chevy has ball joints going out and a box that is rusted out and the cab floor is rusted out. Schwanke stated he just put new tires on the Chevy and fixed an axle. Schwanke stated the mowers are ready to go for summer but the two newest mowers are 2 -4 years old and the John Deer 777 is used in cooperation with the golf course. Schwanke stated the City owns a John Deere Gator that is used on the irrigation property and it has used up it's life. Schwanke stated that he hates having to remind the board of the equipment issues but soon all the equipment will need replacing. Gullette asked if the Kobota that is the newest is ready to replace and if any costs have been reviewed yet. Schwanke stated that he and Regas reviewed the costs in 2019 and the price would be about \$12,000. Regas stated the cost of the mowers is one reason the City built some funding into the 2020 budget. Regas stated the newest mower was planned to flip in 2020. Regas further stated the Chevy pick ups 2003 and 2017 should be reviewed to see if the City can finance 2 pick ups that are more useful by trading in the 2017. Regas further stated the Tractor issues were put on hold when the building discussion started believing the City could have funding to help with equipment too. Regas stated it is important for public works to take care of the equipment in order of importance right now. Schwanke stated there is no point to go anywhere with new equipment if there is no where to put it. Regas agreed stating the vicious circle must stop at some point. Schwanke stated he came across a nice plow truck used was \$80,000 and with the \$20,000 needed to put into the tractor the funds add up and it makes no sense buy

them if there is no place to house them as that is half the problem. Regas stated finding money for equipment is not easy so Regas suggests finding more used equipment that is not so used and slowly build up to usable equipment. Regas stated there has got to be some equipment that is going to have to be fixed. Schwanke stated he did not believe flushing money away into some of the equipment that could be past repair is also the right thing to do. Patch asked if the new skid steer will replace the pick up or other equipment or do we need to get rid of the plow truck and the pick up at the same time. Schwanke stated the City cannot operate with only one pick up but there may be ways to make other configurations to work but he has never seen a City with 3 or more staff operating with only 1 truck. Patch stated in his opinion a priority would be to look for another pick up with a plow. Schwanke stated the rest of the equipment will just need to run until there is nothing left. Patch asked where the lease was for the 2017 Chevy. Schwanke stated 2021 is the last year. Patch requested Schwanke request new bids. Regas stated the City may not have to fulfill the lease through 2021 if the financing will go through GM again. Schwanke does not understand why the City has a crew cab truck and would like to have 2 long box 3/4 ton pick ups. Regas stated the City may be able to close out the lease on the 2017 truck early and then refinance a more suitable pick up(s). Regas stated she would report back at the next meeting. Schwanke stated he has done some price quote requests in the winter and will look into all the pricing he has received. Gullette thanked Schwanke for his input stating a 3/4 ton pick up does make more sense for the work that is done in town with the pick ups.

4. Pine Tree Park - Schwanke stated that MDH has recurring reports of shower and bathroom issues that need attention. Schwanke stated the building will need upgrades on the showers, bathrooms, sinks and floors to work on these upgrades. Schwanke confirmed with Regas the account has enough cash balances to address the need for the upgrades. Regas confirmed yes. Schwanke further stated his interest in providing more services to the park with the addition of the beach. Schwanke would like to add bocce' ball, half basketball court, horse shoes, etc. so campers have some activities to do when they stay at the park. Schwanke further stated he wishes to have a dock system at the park for campers' boats. Schwanke would like to add sewer to the RV side of the campground and he believes it could be done very easily given the slope of the area. Gullette asked if the sign can be painted this year. Schwanke stated that is on his list for the summer and to upgrade the other location signs in the City. Schwanke wants to beautify the town with some of the little things. Mayor Patch asked where the Pine Tree Park fund is sitting for cash balances. Regas stated the County provides an \$11,000 contribution each year and stated the cash balance is approximately at \$63,000 however the beach donations are in that fund which is about \$13,000 for the beach project. Regas stated the updates needed in the shower rooms and bathrooms will be enough to finance. Grangruth stated he is also in favor of having a dock system at the campground.

5. Water & Wastewater - MDH has recently changed the Fluoride rule and lowered it. Schwanke stated residents will not notice any changes but the feed rates will change for what is used. Schwanke reported hydrants will be flushed soon when it warms up and he will make sure the public is notified. Schwanke reported he wants to make the hydrant on 1st and Railroad the designated volume water hydrant and putting a meter on it to keep track more on usage. Schwanke stated the wastewater ponds are nearing the levels that will require discharging very soon. Schwanke stated he does have to wait until a rooted crop is on the irrigation fields so until then the City will open the end guns first. Schwanke stated Irrigator #2 will be the next upgrade completed and should be worked on in the summer. Schwanke reported that aging infrastructure has increased the infiltration rate which in turn increases the levels in the ponds. Schwanke stated this in turn creates more work so he is looking into areas that need attention for repairs.

b) Council Vacancy - Status

Mayor Patch asked if the City has had any council seat vacancy inquiries. Regas

stated nothing in writing but she had conversations with 2 residents. Regas stated she does not believe it is her place to recruit for the position and encouraged the elected officials to reach out to the public to attract interested parties. Councilor Moore and Gullette stated they have each had general interest as to what the position requires but that was it. Councilor Kolb stated he too has had no one approach him. Councilor Gullette encouraged viewers on the work session on YouTube to file. Grangruth asked if a person that owns a business but do not live in town do they qualify. Regas stated no. Gullette stated it is a state law. Regas further stated she has had people ask her to push to change the law but it is not her place to do so. Mayor Patch stated when those laws start to change then the state will look for other ways to take away the rights for small cities. Gullette stated he does not think St. Paul or Minneapolis would want him voting in their elections. Nothing further.

c) Blackduck Budget Comparison (Covid-19) Spring 2019 vs. predicted 2020 - Christina Regas

Regas provided a summary of quarter 2 expected revenues and expenditures for the City funds. Regas stated the issues with COVID and having the Liquor Store closed could have a result on the general fund and other enterprise funds after June. Regas further stated 1st half property taxes do not come in until late June early July and the city workers comp and liability premiums are both due by June 1. Regas stated these expenditures plus payroll could bring the cash balances lower than what they typically could be. Regas stated if the state allows counties to extend the deadlines for when property taxes are due (*normally May 15*) then the cash balances could be even lower after June. Regas stated the summary provided is just a prediction of where the cash balances could be, provided the liability premiums are paid either in full or half. Regas further stated typically in quarter 2 the liquor store makes its first transfer to the general fund and if the executive order is extended that could create a worse scenario for the general fund. Regas cautioned the council that the numbers provided are not completely accurate and it is difficult to predict the outcome. Mayor Patch asked if Regas has a comparison from the liquor store on where the sales are compared to 2019. Regas stated in 2019 April the on-sale made \$34,000 alone and that could be eliminated. Regas stated last year's May total revenue was \$106,000 and Regas is estimating maybe \$89,000 for this year's May. Regas further stated this year's April total revenue might get to \$68,000 however, right now, through the weekend the month's sales are at \$48,000. Regas is not predicting the Liquor store having the net profit to make the first year's general fund transfer. Regas stated it can be done, the cash balances are there however the profit is not there. Gullette asked if the cash balances are there to use if the need is there. Regas agreed but cautioned the board what the rest of the year will produce when the business is allowed to open. Regas stated the liquor store cannot have a loss this year with the commitments already made. Regas further stated the cash balances are there to support the business and the general fund. Regas reported the City will only pay the first half of the liability premium June 1. Nothing further.

d) Requests for Proposals for Legal Services - Christina Regas

Regas reported to the board the RFP for legal services. Regas stated one of the reasons for the RFP is that current representation has been difficult and one attorney has had some health issues. Regas further requested one elected official to sit with Chief Grangruth and herself on a committee to review the proposals. Regas asked if anyone is interested. Mayor Patch stated he has done some research himself but it does not have to be him. Regas asked if Councilor Kolb would like to sit since his school work is similar. Kolb stated it doesn't technically mirror his current studies that would be his grad school level classes. Kolb stated he would sit if the board was alright with it. Gullette stated he could sit on the committee but asked who Chief Grangruth wanted. Mayor Patch nominated Council Gullette. Regas stated a motion was not necessary. Kolb stated in his opinion Councilor Moore has the most experience in legal matters and should sit on the committee. Regas requested the board let her know who wanted to sit on the committee before the deadline. Nothing

further.

e) Conflict of Interest / Code of Ethics Policy Deep Dive - Blackduck City Council
April Month Discussion: 1. Act in the Public Interest
Elected Official Conflict of Interest Disclosures

Regas reported the fully signed Conflict of Interest / Code of Ethics policy has been signed. Regas further stated it was recommended to her that the elected officials pick one item from the policy each month and discuss it so it is not forgotten. Regas requested the elected officials stated what the topic means to them and how do they represent it. Regas stated she picked the first point for discussion, "Act in the public interest".

Councilor Moore - what it means to me is when the budget is drafted as a citizen I would rather not raise property taxes because it would save me cash, but as a councilor I recognize that even though that would benefit me, what benefits the community having the funds to better serve it is better than me saving a few dollars a month. That is how I recognize the importance in a real life situation.

Councilor Kolb - mine would be using proposed improvements like Liberty drive by putting the citizens needs and everyone else on the street above my own personal thoughts of how it should be done. Just trying to put a better standard for people to look up to.

Councilor Gullette - to me means to promote the public and the community you live in. You don't run it down. How you greet people when they move to town is pretty important. You don't say, "why did you move here?", you say, "Welcome to Blackduck!". Promoting the town is a big part of it and when people have an issue and they bring it to you as a councilor, it is your job to bring it to the full board and mention it. Most importantly to be in the public interest you have to put your own ego's aside and realize that I might not agree with you but I do not want to see you fail.

Mayor Patch - I agree with Gullette that promoting Blackduck is important. I try to welcome people to the City and gain information from them to find out what the City can do to make it more comfortable for them. Address their concerns to the whole board and take all the input you can good and bad. For example with a land use permit request and the person getting mad because '*no one will listen*', because they may have history. If you can put it in a different perspective that they can understand it and then reason with them so that they are happy again. Obviously there are decisions we have to make as a whole to better the whole city instead of one individual. Taking all the information and try to make it in a better perspective for them. Help them to understand, explain the issues, meet with the staff at City Hall so they do understand so that will help.

Administrator Regas - when I came to this job I did not know what it was going to be like to serve the public in this manner. I already knew what it was like to work for the public, but in the private sector. You are still there to serve someone, and sometimes servicing someone means compromise and sometimes it doesn't. You have to be able to take your knowledge and explain it so they can understand both sides of the situation so that the compromise can be met. Acting in the public interest means to me that a property owner does not get a fence rebuilt, but we helped out to get it built the first time for only one permit charge.

5 ADJOURNMENT

a) Adjournment

2

Maxwell Gullette moved to adjourn the meeting at 9:10pm Jason Kolb seconded the motion.

CARRIED. 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Paige Moore	For
Rudy Patch	For

Christina Regas, City Administrator

Rudy Patch, Mayor