



MINUTES

Council Meeting

6:00 PM - Monday, August 10, 2020
City Hall, 8 Summit Drive, Blackduck MN

The Council of the City of Blackduck was called to order on Monday, August 10, 2020, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

COUNCILORS PRESENT: Mayor Paige Moore, Councilor Jason Kolb, Councilor Maxwell Gullette, and Councilor Sheldon Ostlund

COUNCILORS EXCUSED:

STAFF PRESENT: City Administrator Christina Regas, Golf Course Manager Jim Andersen, Public Works Supervisor Mike Schwanke, and Liquor Store Manager Shawnda Lahr

OTHERS PRESENT: Jennifer Parker, Blackduck American

1. CALL TO ORDER

- a. Roll Call
Mayor Moore called the regular council meeting to order at 6:00pm
- b. Pledge of Allegiance
Mayor Moore led the pledge of allegiance.

2. APPROVAL OF AGENDA

- a.

Jason Kolb moved to approve the agenda as presented Sheldon Ostlund seconded the motion.

Carried 4 to 0

Jason Kolb	For
Sheldon Ostlund	For
Paige Moore	For
Maxwell Gullette	For

3. CONSENT AGENDA

All items listed under the Consent Agenda, unless removed from the Consent Agenda shall be approved by one Council motion.

- a. July 6, 2020 Blackduck City Council Meeting Minutes
- b. July 16, 2020 Kitchigami Regional Library Board Meeting Packet including June 18, 2020 Meeting Minutes
- c. July 22, 2020 Blackduck Planning Commission Meeting Minutes
- d. July 23, 2020 Blackduck Golf Board Meeting Minutes

- e. July 27, 2020 Blackduck City Council Work Session Minutes
- f. August 3, 2020 Blackduck Finance Committee Meeting Minutes
- g. July 2020 Fund Balance Report
- h. July 2020 Bill Batch Report
- i. July 2020 Sewer Income Statement
- j. July 2020 Water Income Statement
- k. July 2020 Pine Tree Park Income Statement
- l. July 2020 Golf Course Income Statement
- m. July 2020 Liquor Store Income Statement
- n. June 2020 Lawful Gambling Report from the Blackduck Firemen Relief
- o. Final Approval - 2020 First Half Local Government Aid - LGA
- p. Final Approval - Coronavirus Relief Aid - COVID Relief
- q. Final Approval - Coronavirus Relief Aid - COVID Relief
- r.

Maxwell Gullette moved to approve the consent agenda as presented Jason Kolb seconded the motion.

Carried 4 to 0

Paige Moore	For
Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

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.

- a. no one present to speak for the Blackduck forum.

5. REPORTS OF COMMITTEES AND CITY STAFF

5.1. PUBLIC WORKS REPORT - MIKE SCHWANKE, PUBLIC WORKS SUPERVISOR

5.1.1. Final Approval Needed - Purchase Agreement Ziegler CAT - 2015 CAT 420FH2 Tractor - Lease purchase

Regas provided to the City Council the closing documents for the purchase of a 2015 Cat 420FH2 Tractor for a 5 year lease purchase. Regas stated the annual payment will be \$14,552.44 and the lease will sunset in 2025.

Maxwell Gullette moved to approve the lease purchase of the 2015 Ziegler Cat 420FH2 Tractor for the street department Jason Kolb seconded the motion.

Carried 4 to 0

Paige Moore For
Jason Kolb For
Maxwell Gullette For
Sheldon Ostlund For

5.1.2. Approval Needed - Purchase Plow Truck - Boyer Trucks

Schwanke provided for Council review a plow truck from Boyer Trucks a 2003 Sterling L7501 that was a trade in from the City of Edina. Schwanke reviewed the price and status of the plow truck and how good condition the vehicle is in. Schwanke stated the plow truck needs to be purchased out-right and that there is no lease option. Schwanke provided photos of the plow truck for Council to review and highly recommended the City purchase the truck to replace the current plow truck. Councilor Gullette asked how long the dealership has had the truck. Schwanke stated less than a month. Gullette asked how big the box is. Schwanke stated it is a 10' box which is the same as the truck the City owns. Schwanke continued stating by purchasing the 2003 it will provide the City up to 5 years to work to secure a larger truck in the future. Regas asked if there are any local mechanics that can service the plow truck. Schwanke stated Frontier Repair is equipped to service the truck. Councilor Kolb asked if there is a maintenance schedule for the plow truck. Schwanke stated that there was no log but ensured the council that the City of Edina has a full-time maintenance staff that is hired to only work on their equipment. Kolb asked if the box will remain green or will it be painted. Schwanke stated he was not worried about the color but could paint it blue if the City wanted.

Regas provided to the council the recommended payment option for the plow truck. Regas recommended the City purchase the plow truck with \$20,000 from the General Fund Reserve fund; \$10,000 from the Sewer Maintenance Sinking Fund; \$5,000 from the Sewer Replacement fund; and the remaining \$4,613 from the Public Works reserve Fund. Regas encouraged the payment option to keep a steady reserve amount in those funds. Schwanke further stated that if the City approves the purchase that he may take delivery as early as August 12, 2020.

Paige Moore moved to approve the purchase of the 2003 Sterling L7501 Plow Truck from Boyer Trucks Lauderdale with the recommended funds by Administrator Regas (*\$20,000 general fund reserve; \$10,000 sewer maintenance sinking fund; \$5,000 sewer replacement fund; and \$4613 from the public works reserve fund*)

Jason Kolb seconded the motion.

Carried 4 to 0

Paige Moore For
Jason Kolb For
Maxwell Gullette For
Sheldon Ostlund For

5.1.3. Report -

Schwanke reported meeting with Beltrami County AIS and stated the County is interested in providing a hot-water wash for boats to clean up after lake usage. Schwanke stated the Wayside Rest is the proposed area and recommends the City Council work with the County to provide this option to the public. Schwanke stated the County would bring a proposal to the council

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at the next work session to discuss further. Councilor Gulette encouraged the council to agree to meet with the county at the next work session. Nothing further at this time.

5.2. LIQUOR STORE REPORT - SHAWNDA LAHR, LIQUOR STORE MANAGER

5.2.1. Report -

Lahr was available for questions. Councilor Gulette asked if the Library book sale was advertised on the message board. Lahr stated it was on and that the sign was attracting customers but with the mask mandate traffic has been slower than normal. Lahr further stated it is pushing some people away. Nothing further.

5.3. LAW ENFORCEMENT REPORT - JACE GRANGRUTH, POLICE CHIEF

5.3.1. Request Public Safety Committee Meeting to Discuss- Request for a NO thru traffic alley between 1st. Street NW & 2nd Street NW

Regas requested a meeting of the public safety committee to discuss the request of the property owners around 1st Street NW and 2nd Street NW between Northern and Morris. Councilor Kolb requested the committee discuss how many police reports have been taken in this area for violating the speed limit in the alley; and how many people have been hit, maimed, or killed in this area. Kolb further request from the police department on if any extra patrolling has been done in the area to see if there has been any issue. Councilor Gulette stated the request asked to have all public traffic stop in the alley and that he has an issue with shutting down an alley to the public.

5.4. FIRE DEPARTMENT REPORT - BRIAN LARSON, FIRE CHIEF

5.4.1. August 20, 2020 @ 6pm - Annual Blackduck Fire Protection Meeting of Towns
Regas reported the annual budget meeting of towns will be held on August 20, 2020 @ 6pm and invited a City Councilor attend the meeting. Mayor Moore strongly encouraged a council member attend on behalf of the city. Councilor Gulette stated he would be in attendance. Nothing further.

5.4.2. 2019 AFG FEMA Grant Award Letter & Summary of award

Regas reported the Blackduck Fire Department was awarded a AFG Grant from FEMA for the purchase of 19 SCBA's for the volunteer fire fighters. Regas stated the total program award was \$128,346.67 and the towns are responsible for a 5% match. Regas stated Chief Larson will budget 2020 funds to the 5% match. Nothing further.

5.5. GOLF COURSE REPORT - JIM ANDERSEN, GOLF COURSE SUPERINTENDENT & PAM EXNER, CLUB HOUSE MANAGER

5.5.1. Report -

Andersen was present to report the golf course is having a great summer with rounds up over 2019. Andersen stated in June 2019 1231 rounds were played and in June 2020 there were 1647 rounds played. Andersen further stated in July 2019 1651 and this year's July 1774. Andersen stated the rounds could be higher but the course has been turning people away due to the number of golf carts available to rent. Andersen stated the mask mandate requires golfers not in a family must mask while golfing. Andersen stated the walk-on traffic has increased and more people are making tee-times but it is difficult to accommodate all the golfers. Andersen continued stated all 14 golf carts are up and running but they all need valve jobs which run \$300-\$500 each. Andersen stated the carts are using a high volume of oil and will need to be serviced soon. Councilor Kolb asked if the golf fund could afford to

service the worst of the carts now that the net revenues are in the positive or budget to complete in the winter. Andersen further suggested installing new motors to the carts for \$700/each to extend the life of the carts. Regas stated that in the past the course has had other aging equipment that needed repairs and so the cart updates ended being pushed off for future service. Lahr asked if the course has records of which carts are using the most oil. Andersen stated there is a log but all the carts are using about the same amount of oil.

Cart Shed status -

Councilor Gulette asked how the finishing work is coming along. Regas stated the drain-tile has been installed and the retaining wall will be built soon by volunteers.

5.6. LIBRARY REPORT - KELLY HANKS, HEAD LIBRARIAN

- 5.6.1. August 18, 2020 - Blackduck Library Board Meeting
Book Sale coming up August 15, 2020 @ the Wayside Rest -

6. BLACKDUCK BLANDIN GROUP

- a. Grand Opening Announcement
Regas reported the Grand Opening ceremony will be August 18, 2020 @ 6pm and the public is welcome.

7. ADMINISTRATOR'S REPORT

- a. Donation Request - Blackduck 2020 After Prom

Maxwell Gulette moved to deny the donation request for the Blackduck After Prom Paige Moore seconded the motion.

Carried 4 to 0

Paige Moore	For
Jason Kolb	For
Maxwell Gulette	For
Sheldon Ostlund	For

- b. Approval needed - Resolution 2020-03 Revised - Resolution approving the terms of an internal loan in connection with construction of the Blackduck Golf Course Cart Shed

Paige Moore moved to approve the revision of Resolution 2020-03 Sheldon Ostlund seconded the motion.

Carried 4 to 0

Paige Moore	For
Jason Kolb	For
Maxwell Gulette	For
Sheldon Ostlund	For

- c. Approval Needed - Resolution 2020-22 Revised - Resolution adopting a schedule of fees and charges for 2020

Paige Moore moved to approve the revision of Resolution 2020-22 Jason Kolb seconded the motion.

Carried 4 to 0

Paige Moore	For
Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

d. City of Blackduck Debt Issuance & Management Pre-Sale of GO Capital Improvement Plan Bonds for Financing Public Works/Public Safety Building

Regas presented the timeline and Resolution to call for a public hearing on the intention to issue general obligation capital improvement plan bonds and the proposal to adopt a capital improvement plan thereof stating the public hearing would be September 14, 2020.

Further discussion from Councilor Gullette requested the City Attorney, Financial Expert, and Widseth Finance Expert be present to the public hearing.

Maxwell Gullette moved to approve Resolution 2020-23 Sheldon Ostlund seconded the motion.

Carried 4 to 0

Paige Moore	For
Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

e. July 28, 2020 - August 11, 2020 @ 5:00pm - Blackduck City Office Filing Dates

Regas stated the filing deadline is August 11, 2020 @ 5pm

f. August 11, 2020 - Minnesota State Primary

g. August 25, 2020 @ 10am Blackduck Personnel Committee Meeting with Local 49 Union 2021 Contract

Regas noted the date has been changed to August 26, 2020 @ 5pm

h. August 31, 2020 Blackduck City Council Work Session @ 6pm

i. September 7, 2020 - Labor Day City Offices Closed

j. September 8, 2020 Blackduck @ 6pm City Council Regular Council Meeting

k. September 14, 2020 @ 6pm - Public Hearing for CIP

l. Questions from the Council -

1. Councilor Gullette asked if the scheduling for the City meetings and the School board meetings has been addressed. Parker stated the school board moved their meeting dates.

2. Councilor Gullette asked why the City Attorney has conflicts with the City Regular meetings. Regas stated Joe Ingel's conflicts revolve around when the City meetings are 1 one later in the month otherwise the time of the regular meetings provides him the ability to attend via Zoom before the Baxter meeting at 7:30pm monthly.3. Regas further stated the need to have attendees of the regular meetings to speak up and to speak clearly during meetings.

8. MAYOR AND/OR COUNCIL MEMBER REPORTS

a. Nothing discussed.

9. COMMUNITY EVENTS/GOOD THINGS HAPPENING

- a. Blackduck Development Corporation Meeting - August 12, 2020 @ 11am City Hall
- b. Backwoods UnBash Events - August 15, 2020 all day throughout town
- c. Blackduck Area Chamber of Commerce Meeting - August 19, 2020 @ Noon @ Restaurant 71
- d. Blackduck Planning Commission Meeting - August 19, 2020 @ 2pm City Hall

10. ADJOURNMENT

- a.

Maxwell Gullette moved to adjourn the meeting at 7:04pm Paige Moore seconded the motion.

Carried 4 to 0

Paige Moore	For
Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For

City Administrator, Christina Regas

Mayor, Paige Moore