



# MINUTES

## Council - Work Session Meeting

6:00 PM - Monday, March 22, 2021  
City Hall, 8 Summit Drive, Blackduck MN

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The Council - Work Session of the City of Blackduck was called to order on Monday, March 22, 2021, at 6:00 PM, in the City Hall, 8 Summit Drive, Blackduck MN, with the following members present:

**COUNCILORS PRESENT:** Councilor Jason Kolb, Mayor Maxwell Gullette, Councilor Sheldon Ostlund, and Councilor Nicholas Seitz

**COUNCILORS EXCUSED:**

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

**OTHERS PRESENT:** Curt Meyer, Widseth

### 1 CALL TO ORDER

- a) Roll Call  
Administrator Regas took roll call of those in attendance.
- b) Pledge of Allegiance  
Mayor Gullette dispensed with the pledge of allegiance.

### 2 APPROVAL OF AGENDA

- a)

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

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For
Nicholas Seitz	For

### 3 OLD BUSINESS

- a) Public Works / Police Facility & Liquor Store Expansion - Updates  
Updates provided by Regas stated the bidding process is still in place for the Liquor Store Addition and the Public Works/Police Facility is awaiting final paperwork/plans to be submitted to USDA for review.
- b) Blackduck Hot Water AIS Station  
Schwanke provided suggested locations from Beltrami County for the Hot Water AIS Station and revised location suggested by his department. Schwanke stated the

original location was not allowable due to ownership. Nothing further.

- c) Local Sales Tax - Campaign Presentation Option - Curt Meyer Widseth  
Meyer discussed a presentation developed for the City of International Falls to promote the City Sales Tax to the voters in 2020. Meyer suggested the City consider partnering with Widseth to develop a similar presentation that could be shared on-line on the the City website, and combined with a mailer to promote the city sales tax. Board members present agreed to have Meyer draft a contract for review of the City Council. Nothing further at this time.
- d) Hazardous Commercial Structures Project  
Regas reported the project is still in process and had no new updates.
- e) Kitchigami Regional Library Unspent Budget - Update & Report from Community meeting  
Councilor Seitz reported the Kitchigami Board meeting in April would have further discussion on the unspent funding. Nothing further.

#### **4 NEW BUSINESS**

- a) Coronavirus Local Fiscal Recovery Fund -  
Regas reviewed a presentation with the board members of the new Coronavirus Local Fiscal Recovery Fund and the eligible and ineligible expenses; when the funding would be released; the length of time the governing entity has to spend the funding; and requested the City Council or a Committee create a plan to best use the funding. Nothing further.
- b) Donation Request - Blackduck Summer Baseball  
Board members reviewed a donation request from Blackduck Summer Baseball to cover liability insurance. Councilor Kolb requested the donation request be considered at the April 5, 2021 regular council meeting. Nothing further at this time.
- c) City Hall Laptop Purchase for Hybrid & Remote Meetings  
Administrator Regas requested the Council approve the purchase of a laptop that could be utilized for hybrid meetings and to replace the Chromebook that has been used that has not been reliable enough for zoom meetings. Regas stated Beltrami MIS provided a quote from Dell to review. Council members were in favor of the upgrade to assist with the meetings. Nothing further.
- d) Public Works Equipment Purchases - Fogger, Drone, and Trailer for Skid Steer  
Schwanke presented three new purchases he wished to make to assist his department:
  - 1. Fogger - Schwanke presented a quote for a mosquito fogger that could be placed in a city truck and used to fog the city, campground, parks, and potentially the golf course. Costs for the fogging system were discussed and how the system could be paid for. Schwanke further suggested a monthly cost to the residents and/or campers be added to pay for the system. Board members present were in favor of the concept and requested Schwanke and Regas report at the council meeting with more firm payment ideas for approval. Nothing further.
  - 2. Drone - Schwanke presented quotes for a drone system that could be used to monitor the irrigation fields that is mandated by the MPCA. Schwanke stated the system could be used for more areas of the city but strongly recommended the city approve the purchase. Board members present requested a final approval at the City Council meeting in April for consideration. Nothing further.
  - 3. Trailer - Schwanke presented a quote for a suitable trailer to haul the new skid steer; mowers; and potentially the tractor to other areas of the city to reduce wear and tear on the equipment. Councilor Kolb was pleased to see a suitable trailer quote as the discussion for this purchase was discussed in 2020 when the skid steer was delivered. Board members present requested final approval be considered at the April 5, 2021 regular council meeting. Nothing further.

- e) Spring Clean-Up Date - May 22, 2021 8am-10am  
 Regas reported the planning commission plans to hold the Spring Clean-up Date in May and further requested a budget be considered to assist with chargeable items. Board members present were in favor of the budget but hesitant due to the unknown costs that could substantiate.
- f) Part-Time Police Department Equipment  
 Police Chief Grangruth reported that due to recent changes by the BCA it is necessary the city police department equip it's part-time officers with needed equipment that the officers do not own personally. Grangruth provided an estimate of costs of equipment the officers can share and possess could total up to \$7,000. Board members present were in favor of spending the additional funding to equip the department correctly to be staffed. Nothing further.

**5 ADJOURNMENT**

- a)

Nicholas Seitz moved to adjourn the meeting at 7:50pm Sheldon Ostlund seconded the motion.

Carried 4 to 0

Jason Kolb	For
Maxwell Gullette	For
Sheldon Ostlund	For
Nicholas Seitz	For

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Christina Regas, City Administrator

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Maxwell Gullette, Mayor