



# BLACKDUCK CITY COUNCIL MEETING

MONDAY, MAY 4<sup>TH</sup>, 2015 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 6:00 p.m. on May 4th, 2015.

**Roll Call**

**Councilors present:** Mayor Lundberg, Councilors Christenson, Loeken, and Patch

**Councilors Absent:** Stade

**Staff Present:** Deputy Clerk Angel Bublitz, Liquor Store Manager Shawnda Kisner, Public Works Supervisor Bob Klug; Chief of Police John Wilkinson; Golf Course Manager Jim Andersen; Head Librarian Nance Kunkel

**Others Present:** Molly Miron

**APPROVAL OF AGENDA** - Councilor Loeken moved to approve the agenda as written seconded by Councilor Patch. Motion carried unanimously.

**CONSENT AGENDA** – Moved by Councilor Patch and seconded by Councilor Christenson to remove the following consent agenda items:

- d. Widseth Smith Nolting Contract - Frontage Rd & Pine Ave & Bike Trail engineering
- i. MDH Source Water Protection Transient Grant Application - results
- q. Resolution 2015-08 – Resolution in support of declaring Joshua Arhart a PT Patrol officer with PERA

Motion to remove consent items carried unanimously.

Moved by Councilor Christenson and seconded by Councilor Loeken to approval the following remaining consent agenda items:

- a. April 9th, 2015 Council Meeting Minutes – Regular meeting
- b. April 28th , 2015 Personnel Committee Meeting Minutes –
- c. Kitchigami Regional Library January 15th, 2015 Board mtg. minutes
- ~~d. Widseth Smith Nolting Contract – Frontage Rd & Pine Ave & Bike Trail engineering~~
- e. Marco Contract - City Hall copier 5 year lease
- f. Fire Protection Area – ballot result correspondence
- g. 2015 Seasonal Hires – Golf Course & May hires – The Pond
- h. New Liquor Store Job Description – Part time Off Sale Cashier
- ~~i. MDH Source Water Protection Transient Grant Application – results~~
- j. License Application – 3.2 Malt Liquor - Blackduck Bowling Lanes
- k. April 2015 Fund Balance Report
- l. April 2015 Bills
- m. YTD March 2015 Income Statements
- n. April 2015 Month End Remittance Report
- o. March 2015 LG216 Lawful Gambling Monthly Rent Report
- p. Resolution 2015-07 – Resolution in support of closing inactive Deerwood Bank Act.



# BLACKDUCK CITY COUNCIL MEETING

MONDAY, MAY 4<sup>TH</sup>, 2015 6PM

REGULAR COUNCIL MEETING MINUTES

---

- ~~q. Resolution 2015-08 – Resolution in support of declaring Joshua Arhart a PT Patrol officer with PERA~~
- r. Council Work Session- May 18<sup>th</sup>, 2015 6pm

Motion carried unanimously.

**BLACKDUCK FORUM** – No one present. No further action required.

**PUBLIC WORKS REPORT** – Bob Klug Jr., Public Works Supervisor

- Bob Klug reported on removed consent agenda item **i. MDH Source Water Protection Transient Grant Application – results** the Pine Tree Park well mate pressure tank still needs to be replaced however without the grant the entire amount will be out of the Pine Tree Park fund.
- Mayor Lundberg moved to pay Nenson’s \$1230.00 to remove existing pressure tank and replace with a Well Mate SM20 62 gallon pressure tank with pressure switch and gauge plus labor. Motion seconded by Councilor Christenson. Motion carried unanimously.
- Summit & Main WSN Invoice – Bob Klug presented the invoice from Widseth Smith & Nolting for \$5,112.38 for engineering services for the county project. Motion by Councilor Christenson and seconded by Mayor Lundberg to approve the invoice #102529 and pay for the engineering services \$2556.19 from the Water sinking fund & \$2156.19 from the Sewer Replacement fund. Further discussion by Mayor Lundberg requested if there are any more charges for the services on this project. Klug reviewed some of the items covered on the invoice such as manholes and mapping out the service lines. Motion carried unanimously.
- Bob Klug reported on removed consent agenda item: **d. Widseth Smith Nolting Contract - Frontage Rd & Pine Ave & Bike Trail engineering.** This contract is for the services for the Frontage Rd. & Pine Ave. & Bike Trail engineering. Discussion was made by Mayor Lundberg regarding where the funding was coming from, comments were made by Klug regarding the City of Blackduck’s portion. Motion made by Councilor Christenson to approve the contract for services with Widseth Smith & Nolting for \$36,850 for the Frontage Rd/Pine Ave. & Bike Trail projects engineering services. Seconded by Mayor Lundberg. Motion carried unanimously.

**LIQUOR STORE REPORT** – Shawnda Kisner, Liquor Store Manager

- Shawnda Kisner reported the tentative install date for the E-tabs is May 20<sup>th</sup>, 2015. The new chairs are in but not the tables. Councilor Patch asked if the Pull tab pc is working and Shawnda reported that it is working much better. Shawnda is waiting on Brian Larson to build a shelf to house the new E-tabs. Councilor Loeken requested that the High School Reunion have some entertainment the weekend in June of the event. Shawnda requested that Councilor Loeken speak with her about the date and she would line up entertainment.

**LAW ENFORCEMENT REPORT** – John Wilkinson, Chief of Police

- Chief Wilkinson reported that the Trestle Fire case is closed and is awaiting formal charges from the County Attorney’s office. There are three juveniles involved so names cannot be released.



# BLACKDUCK CITY COUNCIL MEETING

MONDAY, MAY 4<sup>TH</sup>, 2015 6PM

## REGULAR COUNCIL MEETING MINUTES

---

- Chief Wilkinson reported that the department's Taser that is more than ten years old has quit working and cannot be repaired. Wilkinson has provided a quote for a brand new one for \$967.41 with tax and shipping. Councilor Patch motioned to purchase the Taser Councilor Loeken seconded the motion. Further discussion by Councilor Patch stated that the purchase should not have tax on it. Motion carried unanimously for the Taser purchase less the tax.
- Chief Wilkinson reported that for Public Relations he escorted Councilor Loeken's daughter to her Senior Prom.
- Mayor Lundberg requested further discussion on consent agenda item: **q. Resolution 2015-08 – Resolution in support of declaring Joshua Arhart a PT Patrol officer with PERA.** Deputy Clerk Bublitz informed council that with having Joshua Arhart as Part time PERA requested resolution from the City of Blackduck acknowledging Arhart as an employee in that status. Further discussion by Mayor Lundberg and Councilor Patch was made asking if Arhart is able to fulfill duties as a part time officer as he is working for Beltrami County. Chief Wilkinson reported that he will until his FTO is complete in August. Bublitz stated that at that time the City of Blackduck will receive a formal separation letter from Arhart. Councilor Patch motioned to approve Resolution 2015-08 seconded by Councilor Loeken. Motion carried unanimously.

### **FIRE DEPARTMENT REPORT** – Troy Gabrelcik, Fire Chief

### **GOLF COURSE REPORT** – Jim Andersen, Golf Course Superintendent

- Jim Anderson reported the Golf Course update with the number of members and a listing of tournaments. He reports that the course is cleaned up and ready for the season, the irrigation is up and running. Councilor Loeken asked how the memberships are this year. Anderson reported he is getting more new members compared to 2014. But overall having 37 members in at this time is very good. The new stay and play promotion started and allows resort guest to receive 18 holes for the price of 9.

### **LIBRARY REPORT** – Nance Kunkel, Head Librarian

- Nance Kunkel delivered the 2014 report from the Library for the councils review.
- Nance requested a regional board representative from the Blackduck area. She stated how important it is to have that spot filled.

### **ADMINISTRATOR'S REPORT** – Christina Regas, City Administrator

- USDA Rural Development Single Family Housing Program Open House – May 20 2015 3-5pm
- Community Lighting –semiannual billings correspondence sent May 1<sup>st</sup>, 2015 – Angel Bublitz reported that a letter was sent out to the additional lighting fee residents.
- Public Works, Parks & Rec – General Liability Survey – April 8, 2015 – this report is for the council to review only. The walk through was completed with Christina and Bob present.
- Mayor Lundberg brought up that two additional bills came in on Monday May 4<sup>th</sup> that was not included in the bill report in the consent agenda. One for Beck Oil for \$843.44 & Blackduck



# BLACKDUCK CITY COUNCIL MEETING

MONDAY, MAY 4<sup>TH</sup>, 2015 6PM

REGULAR COUNCIL MEETING MINUTES

---

Family Foods for \$1647.37. Motion to pay those vendors made by Councilor Loeken and seconded by Councilor Christenson. Further discussion requested which funds would be paying them. Bublitz reported that most of the Blackduck Family foods are for the Liquor store and most of Beck's was for Street Dept. and the Golf course. Motion carried unanimously.

## **COMMUNITY EVENTS/GOOD THINGS HAPPENING –**

- Blackduck City Wide Garage Sale – May 16<sup>th</sup>, 2015

**ADJOURN** – Moved by Councilor Patch and seconded by Councilor Loeken to adjourn the meeting at 6:40pm. Motion carried unanimously.

---

Christina Regas, City Administrator

---

Daryl Lundberg, Mayor