

City of Bigfork

Work Session & Regular City Council Meeting

April 14, 2015

7:00 p.m.

Members Present: Mayor Amy Pifher, Peter Johnson, Randy Nei, Eric Storlie

Members Absent: Andrew Francisco

Also Present: Joe Zimmer, Aaron Gould, Warren & Caroline Welch

Mayor Pifher called the work session to order at 7:00 p.m. The Council discussed having T&T begin grading for the season. Pifher reported that Danny Heinberg is starting a flying club and has requested use of the hangar for meetings. It was felt that there should be no charge for this use. Pifher questioned if the beacon at the airport was working and Zimmer stated that he will have North Itasca Electric help install the new bulb as soon as it is safe to drive one of their trucks across the area as they have to cross the line for the mound system. Zimmer added that he will ask NIEC to install the light on the City Hall flagpole at the same time.

Pifher closed the work session and called the regular meeting to order at 7:13 p.m.

Also Present for Regular Meeting: none

2014 Audit Review: Doug Host of CliftonLarsonAllen participated in this portion of the meeting via conference call. He reviewed the staff that had worked on the audit and reported that it had gone very well. Host noted three material weaknesses including lack of segregation of duties, audit adjustments and controls over financial reporting. These are weaknesses that will always exist due to the small size of City staff. There were no significant deficiencies found during the audit. There was one finding on legal compliance. The City failed to obtain an IC 134 form from the contractor for the well project. Host went on to review the financial analysis. For the first time in four years, the General Fund had an excess of revenues over expenditures. There was a 16% decrease in expenditures and a 10% increase in revenues which resulted in a positive fund balance at year-end. This was a goal of the 2014 Council. Host moved on to the enterprise funds. The Water Fund had a significant increase in revenues due to a rate increase in 2014. This fund is very stable with two years' worth of operating expenses in the fund balance. The Sewer Fund is very consistent and in a strong net position, also with two years' worth of operating expenses on hand. Both funds had a positive cash flow in 2014 and are covering depreciation expenses. Host closed by stating that the financial statements and required reports were submitted to the Minnesota State Auditor on time. He thanked the City for the smoothness of the 2014 audit process.

The Pledge of Allegiance was recited.

Mayor Pifher opened the public forum. As no one from the public wished to address the Council, the public forum was closed.

Vacation requests were added to the agenda. *Motion by Johnson to approve the agenda as amended, seconded by Nei, motion carried unanimously (MCU).*

Consent Agenda: *Motion by Johnson, seconded by Nei and carried unanimously to approve the consent agenda including:*

1. *minutes of the March 10th regular City Council meeting,*

2. *City Clerk's office report for March 2015,*
3. *Financial reports for March 2015,*
4. *Public Works Department report for March 2015,*
5. *payroll and timecards for March 13th and 27th paydays in the amount of \$6,292.84*
6. *claims paid in the amount of \$5,396.70 and claims for payment in the amount of \$43,035.03*

UNFINISHED BUSINESS

Water Account #765: Since discussion with the property owner's husband at the February meeting, no progress has been made toward paying the account up and reconnecting service. In addition, the City has been unable to verify that the private well was disconnected from the residence. The Council directed Public Works staff to work with the property owner to verify this.

NEW BUSINESS

Resolution 2015-04: *Motion by Nei to pass resolution 2015-04, supporting the Bigfork Fire Department's application to the Blandin Foundation for grant funds, seconded by Johnson, MCU.*

City of Victoria - Bid on old Snowflake Lights: The City of Victoria submitted a request to purchase the old snowflake lights for \$20 each. *Motion by Johnson to accept the bid from the City of Victoria, seconded by Nei, MCU.*

Vacation Requests: *Motion by Johnson, seconded by E. Storlie to approve vacation requests for A. Storlie (April 20) and Zimmer (April 22-27), MCU.*

Pipher opened the public forum again and Caroline Welch stated that the Public Works employees do a great job keeping the park clean but she requested that a sign be put up asking people to clean up after their dogs in the park. The clerk was directed to obtain a quote from Patrow Graphics for this.

Motion by Johnson to move into a closed session for the purpose of considering allegations or charges against individual(s) subject to the City Council's authority at 7:46 p.m., seconded by Nei, MCU.

Motion by Johnson to reopen the meeting at 8:02 p.m., seconded by Nei, MCU.

Motion to adjourn by Nei at 8:02 p.m., seconded by Johnson, MCU.

Angela L. Storlie
City Clerk/Treasurer