

**City of Bigfork**  
**Regular City Council Meeting**  
**August 15, 2023**  
**5:30 p.m.**

Members Present: Bryan Boone, Sarah Scheff, Jerry Denny, Ben Maxa,  
Members Absent: Kristi Gustafson  
Also Present: Stan Hunter, Aaron Gould, Paula Newman, Carol Newman, Sally Sedgwick

Mayor Boone called the meeting to order at 5:31 p.m.

Reverend Boone opened with a prayer.

The pledge of Allegiance was recited.

The Public Forum was opened.

As no one wished to address the Council, the public forum was closed.

**Add EOW Church Rental & Water Issues on Ash Street & Spruce Street to Agenda. Motion by Maxa to approve the agenda, seconded by Denny motion carried unanimously (MCU).**

**Consent Agenda: Motion by Maxa, seconded by Scheff, and MCU to approve the consent agenda including:**

1. Minutes of the July 11, 2023, Regular City Council meeting,
2. City Clerk's office report for July 2023,
3. Financial report for July 2023,
4. Public Works Department Report for July 2023,
5. Payroll and timecards for July 7, 2023, and July 21, 2023, regular payrolls, in the amount of \$7,571.66,
6. Claims paid from July 2023, in the amount of \$9,630.30 and claims for payment in the amount of \$215,280.93.

**Water Issues on Ash Street & Spruce Street:** Stan Hunter attended the meeting to discuss some issues he's been having with his water. He said his water filter is completely black after a month of use. It also has an oily residue. He said the water is so bad that his dog will not touch it. So, he wanted to discuss the issue with the City to get this issue taking care of. Stan is concerned that the water is unhealthy to drink. Bryan Boone stated that the council along with the public works employees will work with the residents to take care of this issue. Aaron Gould said he could treat the water and flush the line more frequently so that the water is cleaned out. Aaron did talk with Hawkinson, Inc., our water treatment chemical supplier about what the city can do to treat this. Aaron is getting more chemical for cleaning the lines from the vendor. Aaron said that flushing

the system more frequently will take care of the build up of the magnesium in the line. Aaron said that with Joe's medical absence, and his own medical leave, the line was not being flush like it should have been. Aaron stated that lead and copper will also be tested tomorrow. Bryan proposed that the city does not charge the water portion of the utility bill through September for those who have been affected by this, and back credit the water portion of the bill from May. Bryan asked the community members if that sounded appropriate to them, and they agreed with this while the issue is solved. Council man Maxa asked if the hydrant was at the end of the water line. Aaron stated that it is. Stan asked if it was possible to test the water in the bucket that he brought with him. Aaron said no because it has to be in a controlled environment, and since the filter has been touched and messed with it is not controlled. The filter he brought in the bucket is black and has left an oily residue in the water. Paula stated that just knowing the city is aware of the problems and is working to resolve them makes her feel better. Aaron told Stan that he can take a sample to test from stans next filter as long as it has not been touched. Stan and Aaron will be in contact with one another to get this tested. **Motion to not charge the effected constituents with the water issues the water portion of their utility bill, and credit them the past bills from May through present by Boone, seconded by Maxa, and MCU.**

#### UNFINISHED BUSINESS

**Blandin Foundation Community Development Grant: Retaining Wall & Bridge Report from Widseth via Teams:** Lee from Widseth joined via teams to discuss the Golf Course Lane Sewer lift station project. The project is complete. The Change orders are to officially run through the city the request to clean out 106 Golf Course Lane Lift Station sewer lines. This will cost approximately \$4,500. **Motion to approve the Change order 1 & 2 costing \$4,500.00 by Scheff, seconded by Denny, and MCU.**

**Motion to approve payment to Jeff Powell for \$4,559.16 for the above-mentioned change orders by Maxa, seconded by Denny, and MCU.**

Due to Caleb being unable to attend the meeting via teams Melissa updated the council on where we are at with the Retaining wall and Bridge projects. Widseth has opened the bridge project up for quotes to be received. This will remain open until August 25<sup>th</sup>, 2023. Once the quotes are received and closed Widseth will bring the quotes to the City Council to pick a quote. Quote packages were sent to a few different contractors. The Pedestrian Bridge was quoted at \$39,190.00, and the Walk trail bridge was quoted at \$19,100.00 by Widseth. The retaining wall project at the canoe landing has also been opened up to receive quotes. This also closes on August 25<sup>th</sup>, 2023. Once quotes have been received, they will be presented to the City Council for a final decision. Quote packages were sent to a few different contractors.

Upcoming meeting with Tim Johnson regarding the Grant money on August 17<sup>th</sup>, 2023.

**School Project Update- Funds Distributed:** Bryan Boone was contacted while he was out of town to meet with DEED. Melissa was able to give them the information that they needed along with Matt Gross. The City is waiting to hear back from Matt Gross and the state regarding the \$1.5M that is to be distributed to the city as the fiscal agent. The city has also not heard anything from

ISD 318 regarding any type of lease contract between the school district and the city. Bryan did state that almost all of the Bid alternates for the project were approved the last time he talked with ISD 318. Scheff asked who we can reach out to in order to get the information needed to continue to move forward. Maxa stated that he would reach out to Matt Gross. Melissa stated that she did pay out the school districts portion of the ARP Funds for the school project which was \$175,000.00. Bryan is concerned that if the school district does not figure out a legal agreement for the money that will end up with the city and no agreement for the funds the city will have \$1.5 million in our account with no agreement set in stone.

## **NEW BUSINESS**

**Petro Fund Application for Ash Street/ Rajala Mill Road Approved:** The Minnesota Department of Commerce sent a letter to the City regarding the Petro fund application for reimbursement that was submitted on December 2, 2022. The reimbursement has been approved for \$31,540.63. The total payment will be received in 6-8 weeks.

**2024 Budget Review:** The 2024 budget summary was presented to the council for them to review. Budget and levy will not be set until September. No further discussion was had.

**City Attorney Letter- Retirement Announcement:** The city's attorney John Dimich has sent a letter to the city informing them about his upcoming retirement at the end of the year 2024. Dimich stated in his letter that Paul Shaffer has agreed to become Grand Rapids City Prosecutor starting January 1, 2025, and he would be available to discuss doing criminal prosecution for the City of Bigfork moving forward. Dimich also stated that we have the option of contracting with Itasca County Attorney Matti Adam's office as well.

**Propane Contract for City of Bigfork (Fire Dept):** The Bigfork Volunteer Fire Department's Propane contract with Northern Star Cooperative Service is up for renewal. The contract currently has a credited balance of \$896.99. The contract states that the consumption of last year was 3200 gallons. The new contract states that the cost per gallon would be set at \$1.84. So, with the cost of 3200 gallons and the applied current credit on the account the new contract would cost \$4,991.01. **Motion to approve the Propane Prepay Contract for the Bigfork Volunteer Fire Department totaling \$4,991.01 by Boone, seconded by Maxa, and MCU.**

**Mayor Boone stepped away from his seat for the next agenda item and handed the meeting over to Acting Mayor Maxa.**

**EOW Church Rental Agreement:** Bryan wanted to discuss with the city the rental agreement between the city and EOW Church. Bryan Boone is asking if the EOW Church can extend their rental agreement through to a year now that there has been a 6-month trial period. Bryan did state that sometimes the building is not cleaned but besides that he is happy with the rental. Council Member Denny, Scheff, and Maxa all stated that they have not received any complaints from any constituent regarding EOW Church's rental agreement with the City. **Motion to extend the rental agreement to a year from the start date by Denny, seconded by Scheff, and MCU.**

On the matter of the cleanliness of the building, Maxa suggested talking to the cleaner regarding the issues that have come up. Scheff suggested making a check off list for the cleaner so that the public works manager knows when things are getting completed. Scheff did ask if giving him a raise would help solve the issues. Maxa said he would reach out to him and let him know about the issues that have come up from multiple different renters. The Council has been happy with the cleaner's performance in the past and they think talking with him will resolve this issue.

**OTHER/ ANNOUNCEMENTS:**

Next meeting is September 12, 2023, at 5:30PM at Bigfork City Hall

**Motion to adjourn at 6:26 p.m. by Maxa, seconded by Boone, and MCU.**

Melissa J. Grover

*City Clerk/Treasurer*

Approved at the regular meeting held on  
September 12, 2023

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Mayor