

**City of Bigfork**  
**Regular City Council Meeting**  
**July 11, 2023**  
**5:30 p.m.**

Members Present: Bryan Boone, Sarah Scheff, Jerry Denny  
Members Absent: Ben Maxa  
Also Present: Kristi Gustafson, Caleb Strandlie, Gary Erickson, Richard (Widseth), Susan Martin

Mayor Boone called the meeting to order at 5:32 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.

**Move New Council Member Appointment to the Beginning of the Agenda. Motion by Denny to approve the agenda as amended, seconded by Scheff motion carried unanimously (MCU).**

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

1. Minutes of the June 13, 2023, Regular City Council meeting,
2. City Clerk's office report for June 2023,
3. Financial report for June 2023,
4. Public Works Department Report for June 2023,
5. Payroll and timecards for June 9, 2023, and June 23, 2023, regular payrolls, in the amount of \$7,011.11,
6. Claims paid from June 2023, in the amount of \$5,312.09 and claims for payment in the amount of \$30,681.04

**New Council Member Appointment:** City resident Kristi Gustafson sent a letter to the City regarding her interest in being part of the Bigfork City Council. Bryan said since no one else wished to be considered for the open position on the council he suggested appointing Kristi Gustafson into the open position.

**Motion to appoint Kristi Gustafson to the City Council Seat 2 by Boone, second by Denny, and MCU.**

Oath of Office recited by Kristi Gustafson, acknowledged, and accepted by City Council and City Clerk.

#### UNFINISHED BUSINESS

**Blandin Foundation Community Development Grant/Bridge Project Cost Estimates:** A cost estimate was provided by Kent from WiDseth. Pedestrian Bridge railing upgrades would be \$39,190.00. The Trail/trestle bridge repairs would cost around \$19,100.00. The Pedestrian Bridge upgrades would include Mobilization, replacing missing railing supports, replacing wooden backing plank between deck and top flange, and replacing weathered and broken decking. The Trestle/Trail Bridge repairs would include mobilization, installing a kickplate at the base of the railing, adding railings for ADA compliance, and fastening railing down and adding supports. Caleb said with the estimates being lower than \$175,000 Widseth could put the job out to accept quotes. Bryan asked the Council members their thoughts. Scheff mentioned she thinks the city needs to go ahead and fix the existing bridges to keep them in use for the community, Denny and Gustafson agreed. **Motion to have Widseth move forward in creating a plan to receive quotes for the Pedestrian and Trail bridge Repairs by Denny, seconded by Scheff, and MCU.**

The City will have roughly \$35,000 left in the Blandin Foundation Grant. Scheff asked Caleb if it would be possible to have them put together a report on the work that would need to be done at the canoe landing. Bryan also mentioned discussing with Public works about installing a few RV spots at the City Park. The council members agreed to discuss what to do with the remaining funds and compare them with the Comprehensive plan at the next city council meeting.

**Caleb-WiDseth Update on Golf Course Lane Project:** Caleb from Widseth gave an update on the Golf Course Lane Project. Everything is hooked up and running, and working as it should. Powell was out there today to place an extension for the pump station, and it is working. Caleb has been talking with Ryan Sutherland from Itasca County and they will be paving over the patches that were torn up to work on the Sewer Project so that will not be included in the project costs. The next council meeting there will be a payout for approval to close out the project.

Caleb also mentioned that next week himself, Aaron, Rich, and Larry will be starting the PRE report for the Water Tower/ Water main project that is coming up. This report will make a priority list of the infrastructure needs within the City Limits and will help with the grant portion of the project. Determining all the infrastructure needs will help group together the bulk of the costs and will aid the city in qualifying for more grants/ assistance.

**School Project Update:** No updates at this time, Bryan is hoping to meet with Matt Gross and a state representative before next months meeting. A few of the bid alternates were approved since the last council meeting.

**NEW BUSINESS**

**RESOLUTION 2023-13: Amending Appointments:** Acting Mayor was voted to be Ben Maxa as he has the most experience on council. Aaron Gould took Joe Zimmer’s spot on the Emergency Management Organization. Kristi Gustafson and Aaron Gould were added to the Budget Committee. Joe Zimmer was taken off the Safety Committee and Paul Gustafson was added. Aaron Gould was added to the Identity Theft Prevention Committee taking Joe’s spot. **Motion to approve Resolution 2023-13 Amending Appointments by Scheff, seconded by Denny, and MCU.**

**RESOLUTION 2023-14: Assigning New Street Address for Property ID 85-460-0066:** This property was recently purchased. The new owners are planning on placing a trailer home here and hooking it into city water and sewer. The County informed them that they need to establish an E911 address. This is necessary for County Address information, emergency response and mailing purposes. The closing documents the owners signed all acknowledge the property as 500 Cedar Street, Bigfork, MN 56628. **Motion to approve Resolution 2023-14: Assigning New Street Address for Property ID 85-460-0066 by Boone, seconded by Denny, and MCU.**

**Gratuity for Act of Kindness:** A few weeks back public works worker Paul Gustafson was hauling the older bobcat on a trailer over to Bemidji for them to list for sale. On his way there near Blackduck the trailer had a flat tire. A kind gentleman who was driving behind him pulled over to help Paul. He aided him in pulling the trailer to his driveway, assisting Paul with unloading the bobcat, and allowed him to use his tools. He also borrowed Paul a personal truck to run into town to pick up a new tire. This gentleman also called ahead to the tire store to ensure there would be a tire available. Paul said he was extremely thankful for this act of kindness and would like to send him something to say thank you. Bryan suggested sending him a gift card for gas to say thank you for going out of his way to help Paul. **Motion to approve \$100 Cenex Gift Card for Gratuity by Denny, seconded by Gustafson, and MCU.**

**OTHER/ ANNOUNCEMENTS:**

Next meeting is August 8, 2023, at 5:30PM at Bigfork City Hall, Could potentially be moved to August 15, 2023, at 5:30PM should a quorum not be met. Any changes in the meeting schedule will be posted.

**Set Budget Meeting Date & Time: Tuesday July 25, 2023 at 5:30PM**

**Motion to adjourn at 6:25 p.m. by Denny, seconded by Gustafson, and MCU.**

Melissa J. Grover

*City Clerk/Treasurer*

Approved at the regular meeting held on  
August 15, 2023

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Mayor