

City of Bigfork

Regular City Council Meeting

June 13, 2023

5:30 p.m.

Members Present: Bryan Boone, Ben Maxa, Sarah Scheff, Jerry Denny, Paul Gustafson
Members Absent: Ben Maxa
Also Present: Gary Erickson, Caleb Strandlie, Kristi Gustafson, Jennifer Rissanen, Aaron Gould, Leah Handley, Jordan Weis, Elizabeth Jones

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 under unfinished business School Project Update. Motion by Gustafson to approve the agenda as amended, seconded by Scheff, motion carried unanimously (MCU).

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

1. Minutes of the May 9, 2023, Regular City Council meeting,
2. City Clerk's office report for May 2023,
3. Financial report for May 2023,
4. Public Works Department Report for May 2023,
5. Payroll and timecards for May 12, 2023, and May 26, 2023, regular payrolls, in the amount of \$7,318.10,
6. Claims paid from May 2023, in the amount of \$6,001.24 and claims for payment in the amount of \$218,197.35,
7. Resolution 2023-11 Budgeted Transfers to cover principal and interest payments for debt service funds.

UNFINISHED BUSINESS

Blandin Foundation Community Development Grant- Bridge Report from Kent at WiDseth: A report was provided by WiDseth from Kent regarding the existing conditions of both the Trestle bridge and the Pedestrian bridge. The Pedestrian bridge is in good condition structurally and holds the expected amount of weight per square foot. However WiDseth does recommend the decking be replaced and the railing so that the bridge is ADA compatible. The bridge could

potentially be widened to about 6-7 ft, it is currently 5 feet wide. Widening the bridge would require all new timber floor planking and railing, along with beefing up the beams to withstand the added strength per square foot.

The Trestle bridge structurally is in very good shape as it was originally meant to hold the load of a railroad. It has been determined that the bridge can currently handle a 20,000-pound vehicle load with no problems. It is recommended that the railing/barrier be repaired on the south span and the wood backing plank between the deck and the top flange be replaced. In addition, they recommended some railing repairs, and decking repairs as needed should the wooden decking be damaged or deteriorated. The council asked Caleb to move forward with the project and get some cost estimates to bring back to council.

Caleb-Widseth Update on Golf Course Lane Project: Caleb spoke with Jeff Powell regarding the start date of the Golf Course Lane Sewer Lift Station project. Jeff said they are waiting for the boring company to be available and anticipating starting the project on Monday June 19, 2023.

Donation Request Policy: Last month the council asked Melissa to create a donation request policy to address as a guideline should a party request donation from the city. Bryan asked the council to review the policy as it has been drafted. Bryan asked Melissa to strike the second paragraph that gives examples of the donations and just state cash. The policy states that the purpose is to establish a formal process for acceptance and documentation of cash donations made by the City. **Motion to accept the Donation Request Policy as amended by Boone, seconded by Scheff, and MCU.**

School Project Update: Bryan Boone wanted to provide updates to the council on the School Project moving forward through completion. The city is currently working with the community to address the desire to make the bid alternates a priority with the District.

NEW BUSINESS

Bigfork Valley: Jennifer Rissanen, DON Guardian Med Flight: Jennifer Rissanen DON from Bigfork Valley Hospital request to discuss airport accessibility during the winter months. This past winter there were a few times that the fixed wing had to be turned away due to the runway being iced up. Jennifer discussed the importance of being able to have access to the runway and the dire need there is to keep the runway clear for transportation of patients that are in critical need. Jennifer also had Jordan Weis and Leah Handley from Guardian Med Flight talk about the snow removal conditions at the Airport. The snowbanks start to get large towards the end of the winter and making sure the banks are pushed back wide enough to land a plane is a priority. He also spoke about the ice on the runway. Traction on the runway is crucial in being able to land. He also discussed the importance of being able to contact someone to check on the runway conditions. The contact information is all outdated and they would like that to be updated. Updated information was given to them.

Aaron did state that we do need more equipment out there to keep up the conditions of the runway and right now that is something the city has been unable to afford. Bryan did state that

in the past the County workers have worked with us to clear the snow at the airport. Bryan suggested that the council put together a task force to create a plan for addressing the airport runway needs. Jennifer did state that she would be more than willing to continue the discussion of this so that the city and the hospital can work together and possibly look at some funding options to purchase the correct equipment that would be needed for runway maintenance. Jordan also mentioned giving a notice to Air Men when the runway is plowed so that the pilots can do a quick check in to see the runway conditions before taking off would be extremely helpful. Melissa and Aaron both agreed that this is something they will do starting in the 2023 Winter season. Sarah, Paul, Aaron, Melissa, and Jennifer will work together on a task force to get a plan in place for the airport moving forward. Bryan asked Melissa to help Jennifer set up the first meeting for this.

RESOLUTION 2023-10: Airport OM Contract: Motion to accept Resolution 2023-10: Airport OM Contract 1053250 by Gustafson, seconded by Denny, and MCU.

Quote for Selling Bobcat: Aaron got some quotes from Bobcat for some attachments with the trade in of the bobcat. Bobcat quoted us \$7,100.00 for the 68" angle broom that would help with clearing the sidewalks and the walk trail in the summer. Aaron also discussed possibly trading in and also getting a 8ft. Angle blade for snow removal this was quoted at \$9,961.08. Bobcat also quoted the City \$25,500.00 for the Bobcat for trade in. After trade in this would cost about \$66,561.00. Aaron was going to call Bobcat and see what they would be willing to do regarding trading in the bobcat and if they would give us the trade in value and one of the attachments. Bryan said if Aaron feels confident in the deal he could talk with Bobcat and get the sweeper if it fits into the equipment budget. If it doesn't look like it will fit the budget, we can add these expenses to the budget for 2024. **Motion to accept the bid on the Bobcat Trade in of \$25,500.00 by Boone, seconded by Gustafson, and MCU.**

IUOE 49 Memorandum of Understanding-Juneteenth: International Union of Operating Engineers Local 49 has recognized Juneteenth as a holiday Union Wide. **Motion to accept the IUOE 49 Memorandum of Understanding for Juneteenth by Scheff, seconded by Denny, and MCU.**

Public Works Lead/Worker Position: Council member Gustafson withdrew his input for this discussion. On June 1st Joe Zimmer turned in his resignation as he was accepted to receive Social Security and can no longer work full time. Bryan stated that in the personnel policy between the City of Bigfork and the International Union of Operating Engineers Local 49 Contract it states specifically that any Union position can be offered to Union employees through promotion. Bryan, at this time recommended Aaron Gould for this position as he has been doing the duties since Joe's medical leave in November and has been doing a fantastic job learning the position. Joe Zimmer also recommended Aaron for the Position in his letter of resignation. Scheff, and Denny agreed that the position should be offered to Aaron effective immediately. **Motion to offer the position as public works lead to Aaron Gould by Boone, seconded by Scheff, and MCU.**

By offering the position as Public Works Lead this now opens up the position of Public Works Worker. Bryan consulted with Dan Manick the City's IUOW Local 49 rep regarding our options for filling this position. Since in November at the meeting the council voted to move the Temporary Part time public works worker position to Permanent Paul Gustafson was eligible for Union benefits. Boone stated that should the council see fit they can offer this position to Paul Gustafson through promotion. Council members Denny and Scheff both commented stating that Paul has been working hard while Joe and Aaron have been off for medical reasons, and he has worked for the city for over 5 years now. They said promoting him would be wise at this time as he already knows many of the duties the position requires.

Resolution 2023-12: Accepting the Resignation and Declaring a Vacancy: Paul Gustafson has turned in his resignation from the City Council effective immediately following tonight's meeting. **Motion to accept Resolution 2023-12 Accepting the Resignation and Declaring a Vacancy by Boone, seconded by Denny, and MCU.**

The City Council has a vacant position, and any interested parties may submit their interest to the City Clerk to be presented at the next City Council meeting. Bryan asked Melissa to post this with our designated posting places and keep it open until the July 11, 2023, Council meeting.

Motion to offer Paul Gustafson the Position as a Full Time Public Works Employee Effective on June 14, 2023, by Boone, seconded by Scheff, and MCU.

OTHER/ ANNOUNCEMENTS:

Next meeting is July 11, 2023, at 5:30PM at Bigfork City Hall, the meeting date could potentially change due to the Planning Commission meeting, any meeting date changes will be posted accordingly.

Closed Session: Employee Performance Reviews at 6:40 PM

Session was opened back up to the public at 7:00 PM

Motion to adjourn at 7:02 p.m. by Boone, seconded by Scheff, and MCU.

Melissa J. Grover

City Clerk/Treasurer

Approved at the regular meeting held on
July 11, 2023

Mayor