

City of Bigfork
Regular City Council Meeting
May 6, 2019
9:30 a.m.

Members Present: Mayor Bryan Boone, Paul Gustafson and David Mann

Members Absent: Drew Francisco and Ben Maxa

Also Present: Curt Meyer, Doug Host, Gary Erickson, Sally Sedgewick, Jan Vraa, Mike Lundin, Joni Olson, Pat Medure, Mrs. Carnahan's 5th Grade Class, Mrs. Maxa's 6th Grade Class, Mr. Wittemore's 8th grade Cultures in World Geography class, Mr. King's 10th-12th grade Drama class, Mr. Stefanich's 7th grade Phy Ed class

Mayor Boone called the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited, and the public forum was opened. Boone reported that the City is moving forward with the softball field on the north end of town. Fencing has been purchased from the City of Littlefork. As no one wished to address the Council, the public forum was closed.

Motion by Mann to approve the agenda, seconded by Gustafson, motion carried unanimously (MCU).

Consent Agenda: Motion by Gustafson, seconded by Mann and carried unanimously to approve the consent agenda including:

- 1. minutes of the April 11 regular City Council meeting,***
- 2. City Clerk's office report for April 2019,***
- 3. financial reports for April 2019,***
- 4. Public Works Department report for April 2019,***
- 5. payroll and timecards for Apr 19 and May 3 regular payrolls in the amount of \$6,986.95***
- 6. claims paid in the amount of \$2,848.65 and claims for payment in the amount of \$30,947.08.***

UNFINISHED BUSINESS

Widseth Smith Nolting – Road Improvement Project: Curt Meyer with WSN was present to discuss the Ash Street and Rajala Mill Road improvement project. He reviewed that project plans are nearly complete. A potential drainage issue is still being worked on. Once the proper solution is determined, the completed plans will be forwarded to the State for approval. Meyer reviewed that Itasca County will also approve the plans and they, as project fiscal agent and sponsor, will be advertising for bids. ***Motion by Mann, seconded by Gustafson to authorize Itasca County to advertise for bids contingent upon plan approval from the State, MCU.***

Meyer reviewed that the majority of the project is being paid for by a Local Road Improvement Program grant. The remaining funding will have to be bonded for as the application for a second grant to cover the rest of the cost was not awarded. Bond funds will also be acquired for necessary repairs to a sewer lift station on Ash Street.

Junior Council Member Program: Boone stated that the City Council has recently created a Junior Council Member Program to encourage participation and input from students. He noted that applications for the program are due to the school counselor's office by May 13 and he encouraged all Juniors to consider applying.

NEW BUSINESS

Clifton-Larson-Allen – 2018 Audit Report: Doug Host with CLA was present with the 2018 audit report. Highlights of the audit report were:

- a material weakness in the segregation of duties due to the small size of City staff
- no significant deficiencies
- a legal compliance note related to annual delegation of authority for EFT transactions.
- Fifth straight year with an increase in the General Fund balance and sixth straight year with revenues in excess of disbursements
- Water Fund revenues were down \$18,000 and expenses were down \$20,000
- Sewer Fund revenues were down \$8,000 and expenses were down \$11,000
- No new debt was issued in 2018 and one existing bond was paid in full
- Sewer Fund has had negative net income for three of the last four years but overall is healthy

Resolution 2019-06: This resolution approves changing the name of River Street to "Rice River Drive". This change has been requested by the sole addressee along the road due to confusion of their address with addresses on West River Street. ***Motion to adopt Resolution 2019-06 by Mann, seconded by Gustafson, MCU.***

Resolution 2019-07: This resolution approves the airport operations grant agreement with MnDOT for the 2020 and 2021 State fiscal years. ***Motion to adopt Resolution 2019-07 by Gustafson, seconded by Mann, MCU.***

Resolution 2019-08: This resolution accepts a donation for improvements to the skating rink facility. ***Motion to adopt Resolution 2019-08 by Boone, seconded by Gustafson, MCU.***

Resolution 2019-09: This resolution proclaims the first Friday after the first Monday each October as "Make It OK Day" in the City of Bigfork. Boone explained that "Make It OK" is a campaign to reduce the stigma associated mental health issues. He encouraged everyone to visit makeitok.org if they or anyone they know needs information on getting help with mental health issues. ***Motion to adopt Resolution 2019-09 by Boone, seconded by Mann, MCU.***

Boone reported that the Make It OK committee has requested permission to place one of the green "OK" buttons on the lumberjack in front of City Hall. ***Motion by Boone to allow this, seconded by Gustafson, MCU.*** The Council specified that the button can be left up through Make It OK Day.

Public Works Department Requests: Joe Zimmer requested permission to bid on a piece of snow removal equipment being sold by the City of Chisholm. This would be paid for by designated investment funds. ***Motion by Gustafson, seconded by Mann, to authorize Zimmer to bid up to \$8,000 for the equipment, MCU.***

Zimmer's next request was to hire part-time, temporary help for summer mowing and general maintenance. This would be paid for from General Fund reserves. ***Motion by Gustafson to approve the position and delegate hiring authority to Zimmer, seconded by Mann, MCU.***

Boone noted that a special meeting may be needed due to the length of time between this meeting and the regular June meeting (June 13). If needed, this special meeting will be Thursday, May 30 at 5:30 p.m. at City Hall

Motion to adjourn at 10:24 a.m. by Mann, seconded by Gustafson, MCU.

Following adjournment, ISD #318 Superintendent Joni Olson and School Board Member Pat Medure addressed the Council & students regarding the desired expansion of weight rooms, public restrooms, Edge Center storage, and locker room facilities. They are working with an architect on plan options and will be communicating with the City about potential collaboration and support for the project.

Angela L. Storlie
City Clerk/Treasurer