

**City of Bigfork**  
**Regular City Council Meeting**  
**June 11, 2024**  
**5:30 p.m.**

Members Present: Sarah Scheff, Samantha Olson, Jerry Denny,  
Members Absent: Bryan Boone, Ben Maxa  
Also Present: Aaron Gould, Paul Gustafson, Caleb Strandlie, Jeremy Schwarze, Sally Sedgwick

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

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 Widseth Update on Water Tower Project under Unfinished Business and Letter of Resignation under Other/ Announcements. Motion by Olson to approve the agenda, seconded by Scheff, motion carried unanimously (MCU).**

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

1. Minutes of the May 14, 2024, Regular City Council meeting,
2. City Clerk's office report for May 2024,
3. Financial report for May 2024,
4. Public Works Department Report for May 2024,
5. Payroll and timecards for May 10, 2024, and May 24, 2024, regular payrolls, in the amount of \$7,938.19
6. Claims paid from May 2024, in the amount of \$3,261.34 and claims for payment in the amount of \$338,550.40
7. Resolution 2024-05: Budgeted Transfers to cover principal and interest payments for various debt service funds.

**UNFINISHED BUSINESS**

**Ordinance Amendment #181: Council & Mayor Pay:** The Planning commission met on Tuesday June 4<sup>th</sup> and discussed raising the mayor's and council pay. Their suggestion was to raise the mayor's salary to \$2,000 per year, raise council members' pay to \$1,000 and raise the meeting rate to \$50.00 per meeting attended. At this time the council agreed with the rates proposed.

**Motion to post the ordinance amendment #202 in the scenic range news forum and have public hearing at next council meeting by Olson, seconded by Scheff, and MCU.**

**Widseth: Update on Water Tower Project:** Caleb and Jeremy from Widseth came to ask the city how they would like to approach the funding applications. Widseth can do the application for \$4,000.00, they would be the primary applicant and the City clerk the secondary applicant. Widseth would then have Gail prepare and submit the application. Melissa opted to have Widseth do the application so that it can be done more efficiently and to make sure nothing is missed on the application, Melissa stated Widseth already knows what all information is needed for the application and would be able to submit it more accurately. **Motion to approve Widseth to be the primary applicant on the funding applications for the Water Systems Improvement Plan by Olson, seconded by Scheff, and MCU.**

Caleb also mentioned a few funding options that Gail put together for the project based on our median household income. A few funding options are through ARP Funds with Itasca County, Minnesota Small Cities, US Deed, and IRRRB to help offset the money the city would pay out on the project. If more funding is needed at that point Gail with Widseth will put together more options that are based on our median household salary which is fairly low for cities under 1,000 people. The PER is also 98% complete they are just waiting for the Environmental report to be completed.

Tony put together a general survey for the property located on 3<sup>rd</sup> Street next to parcel #'s 85-470-0530, 85-470-0510, & 85-470-0410. The property owners on this street called the city asking if the roadway can be narrowed; it is currently 66 feet wide; the property owners want it narrowed to 20 feet. This would be plenty of space for the utilities under the road. Tony will call Melissa this week to discuss it further and work on getting an accurate legal description.

## **NEW BUSINESS**

### **OTHER/ ANNOUNCEMENTS:**

Vacation Request- Paul July 2<sup>nd</sup>, 3<sup>rd</sup>, & 5<sup>th</sup>. **Motion to approve vacation request for Paul on July 2-5 by Scheff, seconded by Olson, and MCU.**

Resignation Letter: Mayor Boone sent a letter of resignation to the city. His letter states that he would like to tender his resignation effective at the July meeting at the time that a new mayor is sworn in, or the end of the meeting, whichever comes first. **Motion to accept letter of Resignation by Scheff, seconded by Olson, MCU.**

The council discussed having Melissa put an ad in the paper that the city is accepting letters of interest in the Mayor position until July 9, 2024, at 2:00 P.M. Letters can be emailed or mailed to the City Clerk's Office.

**Motion to close meeting to the public at 5:52 by Olson, seconded by Scheff, and MCU.**

**Closed Session: Employee Evaluations**

**Motion to open Meeting opened back up to the public at 6:05 by Scheff, seconded by Olson, and MCU.**

Motion to adjourn at 6:06 p.m. by Olson, seconded by Scheff, and MCU.

Melissa J. David

*City Clerk/Treasurer*

Approved at the regular meeting held on  
July 9, 2024

---

Mayor