

## City of Bigfork

### Regular City Council Meeting

April 12, 2022

5:30 p.m.

Members Present: David Mann, Paul Gustafson, Andrew Francisco, Bryan Boone  
Members Absent: Ben Maxa, Junior Council Member Lilli Danielson  
Also Present: Tamara Lowney, Joe Zimmer

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

The pledge of Allegiance was recited, and the Public Forum was opened.

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

**Mayor for a Day Essay Contest and ARP Funds added to the agenda by Boone. Motion by Mann to approve agenda as amended, seconded by Gustafson, motion carried unanimously (MCU).**

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

1. Minutes of the March 8, 2022, Regular City Council meeting
2. City Clerk's office report for March 2022,
3. Financial report for March 2022,
4. Public Works Department Report for March 2022
5. Payroll and timecards for March 18, 2022, and April 1, 2022, regular payrolls, in the amount of \$7,168.59
6. Claims paid in February in the amount of \$9,325.09 and claims for payment in the amount of \$97,314.72.
7. Resolution 2022-04 Reestablishing precincts and polling locations for 2022 election.

#### UNFINISHED BUSINESS

**Tamara from IEDC: E2IP Building Update:** Tamara Lowney from the IEDC was present to discuss the E2iP building, and discussed that LakeShirts is still interested however, they found a closer location to where they are and at this time they have put a halt to exploring the E2ip building. She and the County agreed that the building needs to stay on the market to try and get a manufacturer in the building. She discussed the IEDC's interest in purchasing the building to keep it on the market. They also had the idea to buy the building and lease it to companies that need a space with an option to buy the building in the future. The county has ARP funds left and they have been supportive and interested of IEDC purchasing the building with those funds. On April 19, they plan to give the IEDC their official support on this. The IEDC & the County would have approximately \$400,000 to bank towards the building maintenance for the next 2-3 years.

Tamara is asking if the City can offer any assistance regarding the sewer system that is at the property, and plowing/lawn care and having the city keep tabs on the building should anything occur. With the current supply chain issues in the United States, the IEDC is hopeful that a company will reshore and want to purchase the building. IEDC's board is supportive of the plans for the building. They want to pursue manufactures if they purchase the building to get more employment in our community. IEDC's overhead cost per year is estimated to be approximately \$50,000-\$70,000. With the pipe burst that happened this winter they have told E2ip that would need to be fixed prior to them purchasing the building. E2ip has been very responsive to IEDC on encouraging a buyer for the building. Tamara stated that she would write up a letter with IEDC's requests from the city to be voted on at the next Council meeting.

The council discussed lowering the sewer rate, and having the maintenance employees do the plowing, and lawncare. Gustafson asked if Rich White would be checking on the building as he has been doing. Tamara said that he most likely would because of his knowledge on the building but minimizing the amount he would be checking on it. Joe Zimmer stated that the maintenance workers would not have any problems with assisting with the snow removal or lawn care since they are out there for the Airport maintenance already. The city's participation in helping tend to the building would show that the city supports having a company come to the community.

**Appoint a Wellhead Protection Manager:** After March's Council meeting Chris Parthun from the Minnesota Department of Health stated that the city should appoint a wellhead protection manager. Joe Zimmer has agreed to this position. **Motion to appoint Joe Zimmer as the Wellhead Protection Manager by Gustafson, seconded by Mann, and MCU.**

**SCADA system:** Following up on what was discussed at the last council meeting, Joe stated that it is approximately \$89.00 a month for adding internet to the water station. One of the systems is currently broken. Joe stated that he has tried to reach out to the company regarding the program and he has not connected with him. He said for the SCADA system it would cost approximately \$4,000.00 to get it connected for the Water. For installation of the SCADA system the sewer lift stations it would cost approximately \$12,000.00. Joe stated that this program would save the city time, and money in the long run should any more pipes break, because an alert would be sent directly to the maintenance department that shows them the issue that needs attention, and it can be troubleshooted remotely versus having to pay the company a couple thousand dollars a time to drive up to fix it in person. The Council discussed paying for this with the ARP Funds including the installation of the system and for the internet until 2026. Joe stated that our system is old and needs to be updated. If we don't update our system, we are going to have to continue to pay for the company to come up to fix the system. Boone wanted to know if there are any other systems to look into if they are better than the SCADA system if the City plans to expend a large chunk of money towards this. Joe stated that he would investigate other options.

**ARP Funds:** The Council members discussed allocating, after purchasing a new water/sewer monitoring system, to the Water Main and Water Tower project. **Motion to allocate the**

remaining ARP funds after Purchasing a New Water/Sewer Monitoring System to the Water Main and Water Tower Project by Mann, Seconded by Francisco, and MCU.

**Mayor for a Day Essay Contest:** Boone presented the prizes to the winners and talked about his duties as Mayor. He is planning to work on a fundraiser to do with the two winters for the school for school supplies.

#### NEW BUSINESS

**Memorial Day Parade Request from Bigfork 5<sup>th</sup> Grade Class:** Motion to approve the Memorial Day Parade by Mann, seconded by Gustafson, and MCU.

**Bigfork Career Fair:** Bryan Boone has been working with John Rajala, the Bigfork Valley Hospital, ISD 318, and other area businesses on putting on a job fair for our area companies to hold, to try and get more people working in our community. They are keeping the employers that are at the fair local. This is planned for May 5<sup>th</sup>, 2022, 11-1, 4-6. From 2-4 they are planning to have the high school students come walk through to experience the career fair. This would give them experience seeing what jobs are available and the experience needed for those opportunities as they explore their future. They would like to use the City of Bigfork as the fiscal agent. They are also using Creek Bank Printing for advertisement and plan to do door to door mail for everyone in Bigfork, Effie, Marcell, and surrounding communities.

#### OTHER/ ANNOUNCEMENTS:

May 10<sup>th</sup>, 2022, meeting to be held at 9:30 AM at the Edge Center for the Arts.

**Motion to adjourn at 6:34 p.m. by Mann, seconded by Gustafson, and MCU.**

Melissa J. Grover

*City Clerk/Treasurer*

Approved at the regular meeting held on  
May 10, 2022

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Mayor