

City of Bigfork
Regular City Council Meeting
March 12, 2020
5:30 p.m.

Members Present: Mayor Bryan Boone, Paul Gustafson, David Mann and Ben Maxa (arrived at 5:47 p.m.)

Members Absent: Andrew Francisco and Junior Council Members Hannah Johnson and James Rauzi

Also Present: Tim Johnson, Joe Zimmer, Mark Lallak, Derek Fredrickson, Randy Costley, Gary & Junell Erickson, Sally Sedgewick, Rogue & Scarlett Maxa, Pam Lepinski (arrived at 5:59 p.m.) and Jim Lepinski (arrived at 6:11 p.m.)

Mayor Boone called the meeting to order at 5:30 p.m.

The Pledge of Allegiance was recited, and the public forum was opened. Gary Erickson offered encouragement for the Council meeting to be held at the school in May, noting it was a great opportunity to show professionalism to the students. He expressed appreciation to the Mayor for the response sent regarding Scenic Estates issues, however stated his opinion that the issues have not all been resolved. Mr. Erickson outlined several questions that he felt still needed answers from the City and handed out a list of requested actions. Mayor Boone responded that the list would be reviewed, and an answer provided to Mr. Erickson hopefully before the next Council meeting.

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

Randy Costley with the Minnesota Department of Transportation, a statement on COVID-19, and a project update on Ash Street/Rajala Mill Road were added to the agenda. ***Motion by Mann to approve the agenda as amended, seconded by Gustafson, motion carried unanimously (MCU).***

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

- 1. minutes of the February 13, 2020 regular City Council meeting,***
- 2. City Clerk's office report for February 2020,***
- 3. financial report for February 2020,***
- 4. Public Works Department report for February 2020,***
- 5. payroll and timecards for February 21 and March 6, 2020 regular, and February 25, 2020 election judge payrolls in the amount of \$6,793.72***
- 6. claims paid in the amount of \$130,988.76 and claims for payment in the amount of \$105,659.80***
- 7. amending the Claims for Payment amount in the Consent Agenda section of the January 9, 2020 regular City Council minutes from \$16,650.40 to \$86,482.71.***

Statement on COVID-19: Mayor Boone encouraged everyone to follow the guidelines being released regarding the COVID-19 virus. These are the same precautions you would use for cold and flu season. Washing your hands is better than using hand sanitizer so don't panic because stores are selling out of hand sanitizer. Limit travels if you need to and keep an eye on the situation. If you don't feel well, stay home.

Randy Costley – MN Department of Transportation Demonstration Project: Mr. Costley, Project Manager out of the Duluth MnDOT office, reminded the Council that there will be an improvement project in 2023 along Main Street/State Highway 38. MnDOT has a new program called a "Demonstration Project" where they can set up temporary measures to test out how a proposed new design will work. They do this with striping, bollards or tube delineators, and signage. In Bigfork's instance, this would include the introduction of back-in angle parking on Main Street rather than the front-in angle parking currently being used. It would also create sidewalk "bump-outs" at each crosswalk. The use of these minimizes the amount of time a pedestrian is in the traffic lane and allows crosswalk signage to be placed more visibly. The Council had concerns about how the community would handle the changes and Costley noted that is exactly what the purpose of the Demonstration Project is. It allows the City and MnDOT to investigate how things work before the project is done. The Council was in favor of trying a Demonstration Project. A committee will be set up to determine what will be included in the project.

UNFINISHED BUSINESS

Scenic Estates Second Amended Development Agreement: A draft agreement from Fryberger, Buchanan, Smith, & Frederick was reviewed by the Council. This agreement has been forwarded to the developer, Mike Kocian, for review. No response has been received from him yet. This agreement was tabled until the next meeting.

Ordinance #191 – Amending Title V: This ordinance amends the water section of Title V to provide regulations and timelines for water meter repairs as discussed at the last meeting. A monthly surcharge of \$20 was set for failure to install a replacement meter in the allotted time.
Motion by Mann, seconded by Gustafson to adopt Ordinance #191, MCU.

Review of Special Assessment Policy: The Special Assessment Policy was provided to the Council at the last meeting with a request for any potential changes to be brought to this meeting. There were no changes proposed.

Road Project Update: An update was received via email from Widseth-Smith-Nolting regarding the Ash Street/Rajala Mill Road Project. As they approached completion of the construction plans, costs were found to be higher than previously estimated due to the soil conditions discovered last Fall and the methods in which Itasca County wants to deal with those issues. WSN was able to secure an increase in LRIP grant funding from the State from \$680k to \$750k. They are looking for ways to reduce project scope in order to get estimated costs in line with funding available. WSN will keep the Council updated as potential project reductions and their effect on the project cost are identified.

NEW BUSINESS

Comprehensive Plan Update – schedule of work: Mayor Boone reviewed an outline and scope of work for updating the City’s comprehensive plan. A planner from Arrowhead Regional Development Commission will facilitate both public and working meetings. There will be an opportunity for written and online public input in addition to the public meetings. The Plan will be a 10-year plan. Itasca County GIS will assist with the mapping. Demographic information from the recent housing study will be utilized. The Council set tentative dates of late-July and August for the public input meetings.

Streetlight Request – Scenic Estates Drive: A resident request was received for streetlights to be installed on Scenic Estates Drive. A quote from MN Power as well as a solar option are being investigated. It was felt that all residents of the development should be contacted before a decision is made.

Security Collaboration – Itasca County Sheriff’s Department: Mark Lallak, Lieutenant of Communications with Itasca County Sheriff’s Department was present to discuss camera surveillance with the Council. He reviewed the camera system being used by Itasca County and its capabilities. There is a significant cost involved in getting set up in the system. Lallak encouraged the Council members to visit the County office and see how the cameras work. He stated that cameras do not provided added security in real-time, but they can be helpful in solving crimes.

OTHER/ANNOUNCEMENTS

A presentation for the City’s Telecommuter Forward! designation will take place at City Hall on Monday, March 30, 2020 at 2:00 p.m.

The City Clerk’s office will be closed from Monday March 16 through Thursday March 19 for training.

Motion to adjourn by Mann at 7:06 p.m., seconded by Gustafson, MCU.

Angela L. Storlie
City Clerk/Treasurer

Approved at the regular meeting held on

April 9, 2020

Mayor