

City of Bigfork
Regular City Council Meeting
March 19, 2024
5:30 p.m.

Members Present: Bryan Boone, Sarah Scheff, Jerry Denny, Samantha Olson,
Members Absent: Ben Maxa
Also Present: Charlie & Jessica Hazzard, Al Arseneau, Aaron Gould,

Mayor Boone called the meeting to order at 5:30 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 PTA Donation Request & Update on Water tower to Agenda Under New Business. Motion by Denny to approve the agenda, seconded by Scheff, motion carried unanimously (MCU).

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

1. Minutes of the February 13, 2024, Regular City Council meeting,
2. City Clerk's office report for February 2024,
3. Financial report for February 2024,
4. Public Works Department Report for February 2024,
5. Payroll and timecards for February 16, 2024, and March 1, 2024, regular payrolls, in the amount of \$7,897.29
6. Claims paid from February 2024, in the amount of \$5,464.27 and claims for payment in the amount of \$34,649.96

Jessica & Charlie Hazard: Charlie and Jessica attended the meeting to discuss that they are in the process of purchasing the Riverside Residence. Their plan is to develop the property and the building, improving safety, health living conditions for those living there. They will have to close down temporarily in order to do any improvements. One issue they have come across is the mapping of the property, the Itasca GIS map shows that the building is lying on part of the city's road right of way. They are looking to work with the city to get the property lines corrected because as of right now the line cuts through half the building. Charlie wants to make sure this issue is addressed before they purchase the property. Bryan said moving forward there would need to be a request for a variance to change the roadway's and right of ways. This would also

involve the School district as it changes their property lines as well. Bryan is working on contacting John Dimich, the city's attorney, to write up agreements for this property and getting an accurate legal description of the property lines. Jessica and Charlie need commitment from the city so that they can move forward with the closing process of this property next month. City council agreed on the plan to move forward working with Charlie and Jessica and our attorneys to work out an agreement for the property. Bryan will continue to get in contact with John Dimich to work on the agreement.

UNFINISHED BUSINESS

Airport Security: Last month Jerry Denny was asked to do some research on security cameras for the airport. Jerry was able to look at the cameras he's used before, and he suggested that the city go with a still motion camera. This would be less storage needed and more of a motion detection camera. Jerry suggested looking at higher definition trail cameras that can withstand the weather and still produce a good quality image should it be needed. Aaron suggested that a decent trail camera or a few set up would be sufficient enough to capture whether or not people are going through the gate or on the runway. Council agreed to look at still shot cameras for the security and asked Jerry to bring a few different options to the next meeting.

NEW BUSINESS

Street Light Utility Fee: Melissa brought to the council's attention that over the last few years the monthly cost of the streetlight bills the city gets and the amount that is billed out monthly to residents is not evening out. Minnesota Power did just raise their electricity rates too and that has impacted this. Currently the city pays approximately \$1,700 per month for streetlights, and the amount collected from constituents on their monthly utility fees is \$1,150.00 on average per month. Melissa suggested the council consider raising the monthly streetlight fee to help make up for the money the city is losing in streetlight fees, as the city's street light fund is negative. Boone suggested raising the fee \$0.50 per month, Denny suggested raising it to \$0.75-\$1.00 per month. Melissa did do the math and said a \$0.50 increase would cover the difference in what is being paid and collected each month. The council members decided on a \$0.50 increase, this will not go into effect until a resolution has been passed at the April Council meeting.

Part Time Seasonal Public Works Position: Aaron the public works manager would like to list the seasonal temporary public works assistant position for the upcoming summer season. This position would be a maximum of 30 hours per week at a rate of \$13.00 per hour. The council agreed to this as we have budgeted for the position and asked Melissa to post the position at the end of April. Depending on applicants Melissa and Aaron will conduct interviews for this position. **Motion to post the position of Part Time Seasonal Public Works and start the hiring process, the application period being the last two weeks of April 2024, this will be posted for 2 weeks or until the position has been filled or until May 31st, 2024, whichever is first by Boone, seconded by Olson and MCU.**

Memorial Day Parade Permission: The 5th grade class has asked permission to do their annual memorial day parade. Mrs. Carnahan, the 5th grade teacher will organize traffic control with the

sheriff's department. **Motion to grant permission to hold the Memorial Day Parade by Denny, seconded by Scheff, and MCU.**

Dock Listing-Sealed Bids: The old dock that was at the City Beach is no longer in use. The dock is currently in good enough condition to sell. The city will be posting this up for bid so that sealed bids can be opened at the April 2024 council meeting.

First Call for Help Contribution: Motion to contribute to First Call for Help \$500.00 by Denny, and seconded by Olson, and MCU.

PTA Donation Request: Motion to donate \$750.00 to the PTA for the Spring Carnival by Denny, seconded by Scheff, and MCU. Olson abstained from discussion and vote.

KLM Water Tower Inspection: Aaron has KLM coming in July to inspect the water tower to determine all of its needs for the Water Tower Project with Widseth. The water tower will be offline for 2-3 days. Minnesota Rural Water will be coming to town during this time to assist in making sure water usage for the community is continuous. Caleb will be attending the next council meeting to discuss where they are with their PER Study and what the plan is for this project moving forward.

OTHER/ ANNOUNCEMENTS:

Next meeting is April 9, 2024, at 5:30 PM at Bigfork City Hall

Motion to adjourn at 6:50 p.m. by Denny, seconded by Scheff, and MCU.

Melissa J. Grover

City Clerk/Treasurer

Approved at the regular meeting held on
April 9, 2024

Mayor