

**City of Bigfork**  
**Regular City Council Meeting**  
**September 20, 2022**  
**5:30 p.m.**

Members Present: Drew Francisco, Bryan Boone, Ben Maxa, David Mann  
Members Absent: Paul Gustafson, Junior Council Member Lili Danielson  
Also Present: Sally Sedgwick, Joe Zimmer, & Gary Erickson

Mayor Boone called the meeting to order at 5:33 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.

**Water Tower/ Water Main Project Update & Golf Course Lane Sewer Lift Station Project to be added to the agenda. Motion by Francisco to approve the agenda as amended, seconded by Mann, motion carried unanimously (MCU).**

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

1. Minutes of the July 12, 2022, Regular City Council meeting
2. City Clerk's office report for July & August 2022,
3. Financial report for July & August 2022,
4. Public Works Department Report for July & August 2022
5. Payroll and timecards for July 22, 2022, August 5, 2022, August 19, 2022, September 2, 2022, and September 16, 2022, regular payrolls, in the amount of \$21,166.75
6. Claims paid in July in the amount of \$248,289.69 and claims for payment in the amount of \$32,749.15
7. Resolution 2022-08: Application and Acceptance of Funds from IRRRB for Sanitary Sewer Improvement Project.
8. Resolution 2022-10: Granting Temporary Easement for Parcel 230 to the State of MN DOT.
9. Resolution 2022-11: Granting Temporary Easement for Parcel 21 to the State of MN DOT.
10. Resolution 2022-12: Granting Temporary Easement for Parcel 8 to the State of MN DOT.

**UNFINISHED BUSINESS**

**Blandin Foundation Community Development Grant Ideas: Follow up/Request for Payment:** Joe Zimmer the public works manager has requested that all the materials purchased for work that was done at the City Beach and the softball field be reimbursed through the Blandin Foundation Community Development Grant. The total of the receipts between the Bigfork Hardware Store

and Lakeside Lumber was \$1,372.74. The total from Bigfork Hardware was \$519.92. And the total receipts from Lakeside Lumber was \$852.82. The Council agreed to have Melissa submit this request to Tim Johnson for reimbursement. **Motion to request reimbursement for materials purchased for work to be done at the Softball Field and Bigfork City Beach from the Blandin Foundation Community Development Grant by Mann, seconded by Francisco, and MCU.**

City Clerk Melissa addressed the council with an update regarding the building of a fishing pier along the riverside by the canoe landing. In late July Melissa and council member Paul Gustafson met with Kacie from the DNRs office to get a plan in place on where the best placement of a fishing pier would be. It was determined that the best place would be on the right side of the canoe landing as you are looking to the river. Kacie said that she would meet with her team to come up with a pier idea that would best fit this area and reach back out once they have a solid plan. She also discussed that the DNR office has a grant program for installing fishing piers that the city could apply for that has in the past been a 1:1 match. Once a plan has been presented to Melissa, she will follow up to share the plans with the Council.

Council member David Mann asked about an update on the Trestle bridge. Joe stated that he has not yet talked with Widseth regarding the bridge due to the engineers being out on medical leave. Once he meets with the new engineer, he will discuss looking at the bridge to spot any foundational issues that may need upkeep and repairs so that the City can keep the bridge in safe working order.

**ARP Funds:** In August the Budget Committee discussed different infrastructure needs for the City. Listed in priority it was proposed that the City plan to allocate funds towards the following: Water Main/Water Tower Project: \$200,000.00 (to be put into savings to go towards the city's cost for the project.)

Sewer Lift Station on Golf Course Rd Replacement: \$62,000.00 (This is what was estimated by WiDseth as the City's responsibility for the project, Joe stated that he cannot see it costing the city this much and will likely be less).

SCADA System: \$20,000.00

Bobcat: \$50,000.00 (this price is pending how much the current bobcat will be valued as on trade in).

Dump Truck \$25,000.00 (pending need for a dump truck depending on what is discussed with MN Dot regarding the city's responsibility for snow removal after HWY 38 and Main Street are redone in the summer of 2023).

It was also discussed that should these above-mentioned proposals result in costing the city less, using the remaining money to purchase a new lawn mower for the city.

Council member Maxa agreed that putting as much money as we can towards the looming water and sewer issues is precedence as the water main breaks has cost the city a lot of money. It was clarified by Mayor Boone that this is a running proposal for the funds not a set plan and that the Council is open to any suggestions by the community.

**Water Tower/Water Main Project Update:** Joe Zimmer stated that Curt from WiDseth had a stroke, he has currently been working with Joe regarding this project. Due to his medical

emergency, he has been unable to continue to work currently. Caleb is his entry level engineer; Joe has been working closely with Caleb to get all information they may need for this project. Caleb has been overseen by Joe Sutherland who stepped in when Curt had his stroke and who was injured recently and is out of work for 6 to 8 months. Joe is meeting with a 3<sup>rd</sup> engineer tomorrow that will be taking over this project. Joe stated that this engineer was said to have completed many similar projects and they will meet tomorrow to discuss the plan. All grant writing has continued to be worked on.

**Golf Course Rd Sewer Lift Station:** Joe addressed the council regarding the precedence of completing this project before the ground freezes and snow falls due to the many issues this lift station has caused in the past. He discussed seeing if he could get a quote on the project separately as IRRRB is taking its time to approve the grant. This station has caused basements to flood of that past few years and so to avoid any further problems Joe would like to get the station fixed before the station can freeze up being the piping is too close to the ground surface. Boone stated that the city should put an ad out to accept bids for this project through October 11<sup>th</sup> at noon. Should the bids come in cheaper than the \$62,000.00 that was estimated by Widseth that the city would be responsible for, that they should go ahead with the project. Boone asked Melissa to post an ad stating that the city is accepting bids for this project through October 11<sup>th</sup> at noon and the bids will be opened at the October meeting. **Motion to accept bids for the Sewer Lift Station on Golf Course Rd project until October 11th by 12 made by Mann, seconded by Francisco, and MCU.**

#### **NEW BUSINESS**

**Bigfork River Board Donation Request:** The Bigfork River Board has requested a donation of \$250.00 from the city. Their work helps to fund the Bigfork Highschool River Watch club that aids in paying for the materials they need to conduct testing on the river water. **Motion to donate \$250.00 to the Bigfork River Board by Mann, seconded by Maxa, and MCU.**

#### **RESOLUTION 2022-09: Adopting the Preliminary 2023 Budget and Levy for Taxes Collectible in 2023:**

Preliminary Budget:

General Fund: \$354,142.61

Fire Fund: \$191,529.80

Streetlight Fund: \$13,400.00

2013A GO Utility Revenue Fund: \$59,588.00

2020A GO Tax Abatement: \$16,738.75

Water Fund: \$173,068.00

Sewer Fund: \$113,866.44

The budget is larger for 2023 because of the ARP Funds accepted, also the fuel, heating, and electricity rates have increased this year, and this is anticipating those raised costs. Water & Sewer rates will be raised 3% on the base rate for 2023 to keep up with inflation rates.

Preliminary Levy:

2020A GO Tax Abatements: \$13,543.75

2020A GO Tax Levies: \$2,392.50

General: \$184,063.75

The levy is set for the same amount as last year, it is anticipated that this amount will be lowered, but is set high because should the city have any unplanned expenses before the final levy is filed, it cannot be raised only lowered. **Motion to accept Resolution 2022-09 Adopting the Preliminary Budget and Levy for Taxes Collectible in 2023 by Mann, seconded by Francisco, and MCU.**

**Rezoning of 102 Main Ave from Commercial to Residential 2:** Eddie Yarbrough has requested that the garage located on property be rezoned from Commercial to Residential 2. His buyer is planning to turn the section of the property that was originally the Thrift Store into another apartment. However, his buyer's lender will not lend money unless the property is zoned according to his plans. Maxa agreed that this would be no issues especially as the city is always in need of more housing options. **Motion to approve rezoning of 102 Main Ave from Commercial to Residential 2 by Boone, seconded by Francisco, and MCU.**

**OTHER/ ANNOUNCEMENTS:**

Next meeting to be held on October 11<sup>th</sup>, 2022 at 5:30PM

November meeting scheduled for November 8<sup>th</sup>, to be added to the October meeting to see what everyone's schedules look like as there cannot be a meeting held on this day as it is Election Day.

**Motion to adjourn at 6:14 p.m. by Francisco, seconded by Mann, and MCU.**

Melissa J. Grover

*City Clerk/Treasurer*

Approved at the regular meeting held on  
October 11, 2022

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Mayor