

**City of Bigfork**  
**Regular City Council Meeting**  
**April 11, 2019**  
**5:30 p.m.**

**Members Present:** Mayor Bryan Boone, Paul Gustafson, David Mann and Ben Maxa

**Members Absent:** Drew Francisco

**Also Present:** Joe Zimmer, Ron & Rose Danielson, Heidi Korstad, Amanda Clark, Amy Pifher, Tim Johnson, Chelsea & Ezra Mann

Mayor Boone called the meeting to order at 5:32 p.m. The Pledge of Allegiance was recited, and the public forum was opened. Heidi Korstad addressed the Council about the “Make It OK” campaign. She explained that a group of community members have been meeting since last fall on how to address the stigma that surround mental illness. The group will kick off a community campaign on June 8<sup>th</sup> (Wilderness Day) and follow that with a presentation the following weekend by Sam Miltich. She requested that the City help promote the campaign. As no one else wished to address the Council, the public forum was closed.

City Hall Cleaning Position, Amanda Clark and Food Shelf 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 Gustafson and carried unanimously to approve the consent agenda including:***

- 1. minutes of the March 14<sup>th</sup> regular City Council meeting,***
- 2. City Clerk’s office report for March 2019,***
- 3. financial reports for March 2019,***
- 4. Public Works Department report for March 2019,***
- 5. payroll and timecards for Mar 22<sup>nd</sup> and Apr 5<sup>th</sup> regular payrolls in the amount of \$6,917.81***
- 6. claims paid in the amount of \$5,405.67, claims for payment in the amount of \$96,167.97.***

**Amanda Clark:** Clark was present to discuss continued backups into her basement. She expressed her frustration and asked that it be fixed immediately. Zimmer stated that the check valve installed after the last two backups is working correctly, however there is groundwater being introduced into the system from somewhere on Clark’s property. The lift station pump has not been working consistently and Zimmer is addressing this problem. Boone expressed that the City is committed to fixing their pump issues as soon as possible and he recommended that Clark investigate the source of the additional ground water coming into the system on her property. Clark requested reimbursement of \$215 for ruined rugs. ***Motion by Mann to reimburse Clark \$215, seconded by Maxa, MCU.***

**Food Shelf:** Ron & Rose Danielson, representing the Northern Itasca Food Shelf, were present to discuss potential lease of the old VFW space in City Hall. There were questions regarding electrical needs which the Clerk is looking into. A lease amount of \$100 per month was offered. The Clerk will draft a lease agreement. Danielson stated they would discuss this with their Board and get back to the City.

## **UNFINISHED BUSINESS**

**Construction Agreement:** A construction agreement with Itasca County is needed for the upcoming Ash Street and Rajala Mill Road improvement project. ***Motion by Mann, seconded by Gustafson to approve the agreement as presented, MCU.***

**Softball Field:** Zimmer reported that the City of Littlefork is taking out one of their softball fields which is just a few years old. They are asking \$10,000 for the fencing material and they will remove it and load it on a trailer. ***Motion by Maxa to offer \$10,000 for all fencing, posts and bleachers, seconded by Gustafson, MCU.*** It was suggested that someone from the City be present when the material is removed in order to label everything.

**Remaining City Hall Needs:** Rural Community Coordinator Tim Johnson reported that he met earlier in the day with representatives from the City and Bigfork Improvement Group (BIG) regarding management of City Hall now that the restoration is nearly complete. Johnson provided information on the guidelines and processes that must be followed due to the project's receipt of a State grant and the building being listed on the National Historical Register. Specific needs that were discussed included curtains, floor coverings and acoustics in the main meeting room. While there are other needs and wants, these are the top priority items to help with floor care and room usability. Johnson noted that BIG would potentially partner in the cost of these top-priority needs. He, the Clerk and the Mayor will work on a list and cost estimate to share with BIG.

## **NEW BUSINESS**

**Comprehensive Plan Review and Update:** Johnson address the Council with plans to update the comprehensive plan for both the City and the Edge of the Wilderness area. The current plan was completed in 2011 so it's time for a simple update this year. An extensive update will be started in 2020 and Johnson will look for funding to assist with the cost of that. Johnson noted that the Itasca County HRA housing study will be completed in the Fall of 2019 and the EOW Area Comp Plan will be updated in 2021.

**Junior Council Member Program:** Boone presented draft guidelines for a Junior Council Member Program. The idea behind the program is to get input from the youth in our community and to build civic-mindedness in them. The program will be offered to high school seniors with younger students accepted if necessary to fill the position. The selected student will be required to attend 10 public meetings during their term, at least 5 of those must be Bigfork City Council meetings. They will be asked to write a report summarizing their experience at the end of their term. Boone will be contacting other area local government entities to request that they

accommodate any attendance at their meetings by the Junior Council Member. If all requirements of the program are met, the student will be granted a \$1,000 scholarship toward post-secondary education. Boone noted the scholarship will be funded with gambling tax revenue. ***Motion by Maxa, seconded by Gustafson to create the Junior Council Member program and approve the guidelines as discussed, MCU.***

**Resolution 2019-05:** This resolution approves the grant agreement with MnDOT for the Local Road Improvement Program grant for Ash Street and Rajala Mill Road improvements. ***Motion by Mann, seconded by Maxa to adopt Resolution 2019-05, MCU.***

**Paws on the City Work Day - May 29, 2019:** City Staff is working with the school to plan the third annual work day with 175+ elementary school students. Any City resident who would like help with yardwork or other tasks should contact the Clerk to get added to the list of jobs that will be done that day. Anyone who is available to help supervise students working on this date is asked to contact the Clerk.

**Community Clean-Up Day – May 17 & 18:** The annual community clean-up days with dumpsters supplied by the City will take place on May 17 and 18, 2019.

**City Hall Cleaning Position:** As directed at the last Council meeting, the position was posted and interviews conducted. Zimmer recommended the hire of Lois Hanson for the position. ***Motion by Gustafson, seconded by Mann to hire Lois Hanson as part time City Hall cleaner, MCU.***

**REMINDER – the May Council meeting is Monday, May 6, 2019 at 9:30 a.m. at the Edge Center.**

***Motion to adjourn at 6:32 p.m. by Mann, seconded by Maxa MCU.***

Angela L. Storlie  
*City Clerk/Treasurer*

Approved at the regular meeting held on  
May 13, 2019

---

Mayor