

**DRAFT** – These minutes are not official until approved at the next regular meeting.

# City of Bigfork

## Work Session & Regular City Council Meeting

December 10, 2013

5:30 p.m.

City Council Chambers

**Members Present:** Mayor Amy Pifher, Randy Nei, Dave Evensen, Krista Lane, Pete Johnson

**Members Absent:** none

**Also Present:** Warren Welch, City Attorney John Licke

Mayor Amy Pifher called the work session to order at 5:30 p.m. Pifher reported that snowplowing at the airport looked good. Uniforms for the Public Works Department were discussed. Law enforcement coverage options were discussed. A resolution regarding reorganization of the City was provided by Licke and reviewed.

Pifher called the regular meeting to order at 6:01 p.m.

**Also Present for Regular Meeting:** Public Works Superintendent Joe Zimmer, Dave Asher

The Pledge of Allegiance was recited and the public forum opened. Pifher reported that she had attended the first Wilderness World Café meeting last night and it was a very positive experience. She thanked Ken Porter, Ed Anderson, Kyle Hedlund and Aaron Saude for their time in arranging this and encouraged everyone to attend a future meeting. To be notified of future events or if you have questions, email [ew.world.cafe@gmail.com](mailto:ew.world.cafe@gmail.com). As no one else wished to address the Council, the public forum was closed.

Changes to the agenda included: addition of Generator Conversion, Uniforms, Dump Lease, Snowplowing and 2014 Reorganization under New Business. *Motion by Lane to accept the agenda with changes noted, seconded by Johnson, motion carried unanimously (MCU).*

**Consent Agenda:** *Motion by Evensen to approve the consent agenda items including the minutes of the November 12 regular City Council meeting, the City Clerk's office report for November 2013, the Public Works Department reports for October and November 2013, the payroll and timecards for October and November 2013 in the amounts of \$5,343.92 and \$6,162.07 respectively and the claims for payment in the amount of \$20,634.40, seconded by Lane, MCU.*

## UNFINISHED BUSINESS

**Memo from SEH/Report on Plans for Well #5:** A memo was received from SEH requesting payment for the invoice denied at the November meeting. *Motion by Evensen to table and have*

***Storlie request an itemized billing statement for review at the January meeting, seconded by Johnson, MCU.***

The report on plans for Well #5 has been received from the Minnesota Department of Health. Eagle Construction is waiting on an updated project timetable from Keys Well Drilling.

***Final 2014 Budget and Levy: Motion to approve Resolution 2013-19 setting the final 2014 budget and tax levy by Lane, seconded by Evensen, MCU.***

**Police Department Survey Results:** The results of the police department survey were reviewed. A total of 73 surveys were returned with the following results:

16 – eliminate the City’s police department and have no police services

21 – eliminate the City’s police department and contract for police services

35 – continue the City’s police department

Pifher will speak with representatives from area communities and entities to gauge interest in the possibility of working jointly to provide police coverage.

***Ordinance #171:*** Ordinance #171 sets water and streetlight rates for 2014. ***Motion to approve the ordinance by Lane, seconded by Evensen, MCU.***

## **NEW BUSINESS**

**Generator:** Zimmer reported that the generator for the water treatment plant needs to be converted to 3-phase power and he obtained a quote for \$1,500. ***Motion to approve the work by Lane, seconded by Nei, MCU.***

**2014 Reorganization:** Resolution 2013-20 provided by Licke addresses reorganization of the police and public works departments. The portion pertaining to the police department was amended to reflect that the Council will further investigate the options for structuring the police department. The resolution eliminates the position of public works superintendent and replaces it with public works/utilities worker 2 and provides a job description for the same. It further sets forth a list of administrative forms that need to be developed for use and provides for the appointment of two council members to a committee to develop the same. ***Motion to pass Resolution 2013-20 by Evensen, seconded by Lane, MCU.*** Evensen and Johnson were chosen to serve on the committee to develop forms.

**2014 Liquor Licenses:** ***Motion by Nei to approve 2014 liquor licenses for Bigfork Wilderness Bar and Kocian’s IGA, second by Johnson, motion carried with Lane abstaining.***

**Assessment of Past Due water/sewer bills:** ***Motion to approve the assessment role as presented for delinquent utility bills by Evensen, seconded by Nei, MCU.***

**Account #765:** The Council directed Zimmer to obtain a water meter reading for this particular account on a daily basis as there have been issues with significantly high usage and a past due balance on the account.

**Dump Lease:** It has been discovered that the Itasca County dump site on County Road 225 sits on City-owned property. ***Motion to propose a lease agreement of \$500 per year to Itasca County for use of the property by Evensen, seconded by Nei, MCU.***

**Airport Hangar Lease:** There is not a lease at this time as the last one ended in 2010. That agreement called for a 10% increase in the charge per frontage foot each year. *Motion by Evensen, seconded by Lane to renew the lease with the lessee for the years 2010-2015 with a 10% increase per year, MCU.*

**Snowplowing:** A proposal was received from T&T Excavating for Ottum Ave/River Street, Rajala Mill Road/Ash/Division Street and the airport. *Motion by Johnson to use T&T as backup only for Rajala Mill Road, Ash Street, and Division Street, seconded by Nei, MCU. Motion by Evensen to accept the proposal for Ottum Ave and River Street and to have Zimmer use T&T for the airport as needed, seconded by Nei, MCU.*

**2014 Audit Engagement:** *Motion to accept the 2014 audit engagement from Clifton, Larson, Allen by Johnson, seconded by Lane, MCU.*

**2014 Insurance Renewal:** *Motion to renew the 2014 City insurance with Pederson Hovila Agency and to not waive the statutory tort limits by Nei, seconded by Evensen, MCU.*

**Uniforms:** The Council had discussed public works department uniforms during a prior closed meeting and desires to fully outfit the employees. Johnson was appointed to meet with Zimmer to come up with a list of what will be needed.

*Motion by Evensen to approve vacation requests from Zimmer (Dec 23-27) and Storlie (Dec 24-26), seconded by Johnson, MCU.*

Storlie was given permission to attend a meeting in Grand Rapids on December 13<sup>th</sup> regarding a new community web portal.

Evensen reported that Gene Madsen desires to hang a new painting in City Hall and this has already been approved by the Bigfork Improvement Group.

*Motion to adjourn at 7:21 p.m. by Lane, seconded by Johnson, MCU.*

Angela L. Storlie  
City Clerk/Treasurer