

Fertile City Council Minutes
Special Meeting
November 28, 2017

The Fertile City Council held a special meeting on Tuesday, November 28, 2017 at 5:30 p.m. at the Community Center. Present were: Mayor Daniel Wilkens and Council members Todd Wise, Linda Widrig, Reid Jensrud, and Stanton Wang. Also present was City Administrator Lisa Liden.

The first item to address on the agenda was an item regarding the park project. Administrator Liden explained that she had gotten some cost information from Brian Downs for air conditioning in the new building. The cost to put in a mini-split unit to cool just the warming house area of the building would be around \$4,000. To cool both the warming house area and both restrooms would cost between \$5,000 and \$6,000 dollars.

After discussion of the matter, Council member Jensrud made the motion to cool both the big room and both restrooms. The motion was seconded by Council member Wang and was carried.

The next item up for discussion was the recommendations made by Health Dimensions after the completion of the operational assessment of Fair Meadow. Administrator Liden explained that she had gone through the written final report and had copied and pasted into a new document all of the recommendations that had a financial impact. Liden explained that it would be easier to review the recommendations if they were condensed into just a few pages rather than the 50 plus pages of the report. She noted that there were also copies of the full report available if anyone wished to review the reasons given for any particular recommendation.

The first item up for discussion was the need to form a committee to go over Fair Meadow's current personnel manual to make necessary changes to a few of the sections. It was felt that it would be too time consuming for the entire Council to address the matter and that it would be best to have a committee come up with the recommended changes for Council approval.

Mayor Wilkens then stated that the most important matter to make a decision on was how much Fair Meadow would contribute to employees' health plans. With the new plan year beginning on January 1st and enrollment currently underway, it was necessary to make a decision on that matter as soon as possible.

Discussion then turned to the recommendations that Administrator Leiting and Peggy Erickson had presented to the Advisory Board on where they would cut costs. It was determined that the \$60,000 in cuts that they had proposed was not adequate to address the large losses that the home had shown in past years. One of their recommendations was to cut their maintenance costs by eliminating maintenance department hours. This led to further discussion on what the requirements were for maintenance staff boiler's licensing and whether or not Lionel Sandness had the appropriate licensure to work on the boilers or if Emil Belen needed to stay on because he had the higher level license.

Before going through the recommendations, Mayor Wilkens stated that it would be best to come up with a total dollar figure for a goal to be reached when deciding which changes should be made. After further discussion of the matter, the group decided that the financial goal for 2018

should be for Fair Meadow to show \$100,000 in operating income. In order to offset the losses in recent years and the predicted \$179,000 loss for 2017, it would be necessary to implement changes that would result in a turnaround of \$250,000 to \$300,000.

The next item up for discussion was health insurance for 2018 and what Fair Meadow should contribute towards employee health insurance. Currently managers receive free health insurance and for other employees, Fair Meadow contributes between \$375 and \$525 towards premiums. The discussion centered around the current plan not being equitable since higher compensated employees pay nothing for their insurance and some employees get a higher amount from Fair Meadow depending on which plan they are enrolled in and whether or not they have a family policy. It was decided that it would be most fair to treat all employees equally and for Fair Meadow to contribute \$500 towards all employees' health insurance policies.

Council then went through the list of recommendations on staffing levels in the various departments and discussed the recommendations that were made as compared to how the departments are currently staffed. Council also discussed the importance of making cuts that would have minimal impact on the care that was given residents. A discussion was also held regarding Fair Meadow's current policy of allowing staff to cash in both sick time and vacation time.

Mayor Wilkens then brought up that fact that he had asked Administrator Leiting for information on all the management staff including training and degrees, as well as information on their employment history with Fair Meadow. He commented that Leiting had provided the information on degrees and training but had not provided the rest of the information that had been requested. He recommended forming a committee to interview all of the management staff individually to get information on their education and training as well as their history at Fair Meadow. Mayor Wilkens wanted to know what position these employees started in and the promotional steps they had taken to get into their current positions.

After further discussion of the matter, Council member Jensrud made the motion for Council members Widrig and Wang to be on the Fair Meadow Personnel Committee to interview management staff. The motion was seconded by Council member Wise and was carried.

Council then discussed dates that they were each available to meet with Fair Meadow Administration regarding implementation of the recommendations made by Health Dimensions. It was determined that all Council was available on Wednesday, December 6th so a special meeting was called for on that date at 5:30 p.m. Administrator Liden was asked to contact Fair Meadow Administrator Angie Leiting so she could inform the Advisory Board members as well as any management staff she felt should be in attendance.

There being no further business, the meeting was adjourned.

Daniel Wilkens, Mayor

Lisa J. Liden, City Administrator