

Fertile City Council Minutes August 13, 2018

The Fertile City Council held its regular meeting on Monday, August 13, 2018 at 6:30 p.m. at the Community Center. Present were: Vice Mayor Linda Widrig, and Council members Reid Jensrud, and Stanton Wang. Also present were City Administrator Lisa Liden, Fair Meadow Administrator Angie Leiting, Kevin Nephew, Alex Ranz, and Twylla Altepeter from the Fertile Journal.

The meeting was called to order by Vice Mayor Widrig. An addition to the agenda was work on the AELC campsites. The amended agenda was approved on a motion by Council member Jensrud that was seconded by Council member Wang and carried.

There were no public comments.

The minutes of the July 9th regular meeting and the August 1st special meeting were approved on a motion by Council member Jensrud that was seconded by Council member Wang and carried.

City Administrator Lisa Liden then gave a brief overview of the financial statements and also the out of the ordinary bills paid in July. Council member Jensrud questioned what the payment to Downs and Nowacki was for and Liden explained that the light fixtures in the restrooms had been replaced. One of the fixtures in the women's room was not working and since the restroom fixtures were still the old one foot by four foot fluorescent fixtures Liden had decided to have them all replaced in both restrooms with the same style two by four fixtures that were in the rest of the building. Council member Jensrud then asked if the City could use another local electrician on occasion rather than always using Downs. Liden explained that it was often easier to use Downs since he was familiar with all of our buildings and he was also quick to respond to calls. Liden said that she would look into using another electrician on occasion for those times that service was not needed immediately.

The Treasurer's Report and Bills were approved on a motion by Council member Jensrud that was seconded by Council member Wang and carried.

Fair Meadow Administrator Angie Leiting then gave her report to Council. The home started and ended the month of July with 42 residents and operated at 98.15% capacity. They also provided 394 home delivered meals. Leiting also reported that both the home and the assisted living showed a profit for the month of July and also that the checking account balance was going up each month.

Leiting reported further that a new Apollo tub had been ordered and also that the new Director of Nursing had started August 1st and was doing quite well getting acclimated to the new position. She reported also that State had arrived the previous week and that she anticipated they would be done soon.

Alex Ranz then gave the Engineer's Report. He began by explaining that PFA had notified him of the loan and grant amounts for the water project. PFA has approved a loan of \$1.66 million and a grant of \$600,000 for the project which would cover most of the cost. He noted, however, that we wouldn't have a solid cost number until the project was bid out.

Ranz then went over the calendar for the project moving forward. The final plans could be approved at the September meeting and then the project put out on bids to be opened at the November meeting.

Ranz anticipated getting good numbers for the project since fall was a good time to put out bids since contractors were looking to line up their work for the following construction season. If Council wished to move forward after the bids were received, the project could be awarded in January of 2019 with construction to begin in April or May. The estimated project completion would be September of 2019.

Ranz then reported on the Safe Routes to School grant program and said that he would be working with the school and the City to get their input on which sidewalks should be submitted for replacement under the program. This was followed by a short discussion on which areas of town have school age children and what routes they typically use when they walk to school.

This was followed by discussion of the addition of two hydrants at the fairgrounds and whether they should be incorporated into the project or not. Kevin Nephew stated that installation of those hydrants would be pretty straight forward and could be done in-house rather than adding them to the project.

Further discussion was then held on the water project and how the City could proceed if the bids came in higher than anticipated. Ranz reminded Council that the plans and specs for the project were good for five years and that the numbers from PFA were also good for that long. Kevin Nephew cautioned, however, that waiting too long would result in higher project costs due to inflation.

City Administrator Lisa Liden then gave an overview of the Administrator's Report for the month of July. Her activities included the regular monthly payroll reporting in addition to quarterly reports for payroll, sales tax, and airport maintenance costs. In addition she worked with Ehlers on the annual TIF reporting and prepared for the annual work comp audit. Liden also worked with the City Attorney on the legal process for the removal of the JR Dale building and work with the Sheriff's Office on four different dog issues in town.

Kevin Nephew, Director of Public Works, then gave his report to Council. He began by informing Council that he had asked for a quote to pave the parking area in front of the new park building. The quote was for \$6,700 which was higher than he had anticipated. Nephew recommended waiting until next summer to have the paving done and to ask for quotes from the company that would do the paving associated with the water project.

Nephew then reported that the main control valve at the treatment plant is not working properly. He discovered it wasn't working on the previous Wednesday, and due to high water use and flushing hydrants, the water tower had gotten quite low. Since the valve was not functioning automatically, it needed to be monitored and, as a result, he and Dan had been at the treatment plant until the early morning hours on Thursday until the water tower was filled to a sufficient level.

He went on to explain that he had been working with both Tonka and Brian Downs to find a replacement valve, but that exact valve was no longer available. It would take some more research to see how the available replacement valves would work with the computer system in place at the plant. In the interim, they would continue to monitor the system and take care of backwashes manually until the valve was replaced.

As for the persistent problems with discolored water that had been discussed at the July meeting, Nephew had been working with Ron at Ulteig to see if something was not functioning properly. Nephew had also taken water samples ten days prior at various stages of the processing and had sent

the samples in for analysis to see if those results could offer more information on how the plant was operating. In the meantime, however, Ron from Ulteig had said that it's likely that the clearwell needs to be cleaned and that could be at least partially responsible for the discolored water.

This was followed by a brief discussion on hydrant flushing and how all of them need to be flushed whenever they do the hydrants. Nephew stated that they had only gotten half of the hydrants flushed when they discovered the issue at the treatment plant, so they had to stop the flushing. Once the valve issue is taken care of, they will start the hydrant flushing process all over again and they will flush all of them.

The final matter discussed under Public Works was the clearing that was done in the camping area at the Learning Center. Nephew reported that he, Dan and Dylan had cleared all the sticks and brush from the access road and had also cleared up the camping sites. Liden explained that the Conservation Corp group that was coming in a few weeks would have a day or two available to do further clearing in the area. Council member Jensrud then explained that the cleared area should be sprayed so that all the growth wouldn't just return next year. Nephew said that he would take care of spraying the area in a few weeks once the debris was cleaned up.

Council member Wang then gave the Fire Department report. He reported that they had responded to five calls in July. The calls were for one each of the following: storm, CO2, medical assist, grass fire, and a mutual assist for Crookston. Wang also reported that the department was looking to purchase a new jaws of life, that the pickup was going in for some repairs, and that the department had purchased new pagers that just needed to be programmed.

Under New Business, the first item to be addressed was the review of the rural service district. Administrator Liden explained that this was an annual item and that after reviewing the list of properties in Fertile's district, there were no changes to any of the properties that would require removal from the district.

Council member Jensrud made the motion to certify the Rural Service District as listed with Polk County. The motion was seconded by Council member Wang and was carried.

The next item up for discussion was the plans and specs for the dasher boards for the new skating rink. Administrator Liden reported that there were no drawings submitted for the boards since the design was pretty straightforward but that she would have to look up the information on the degree of curvature at the corners so that it could be listed on the plans. Liden explained further that she would add more information to the plans that Kyle Solie had submitted so that the design was clear enough for contractors to bid on.

This was followed by a discussion of the timing for the ads as well as the bid opening. Also discussed was the continued search for used dasher boards and how to advertise for bids when there was a possibility that used boards could be purchased. Administrator Liden said that the City has the right to reject any and all bids and that advertising doesn't commit the City to building the boards from scratch. She recommended also that the advertisement could ask for bidders to separate out material cost and labor cost. In the event that used boards are purchased, then the assembly of the boards could be awarded to the bidder who submitted the lower labor cost. That would hopefully avoid having to advertise again for someone to put together used dasher boards should the City decide to go that route.

After discussion, a motion was made by Council member Wang to advertise in the Journal for sealed bids for the construction of the dasher boards and for the bids to separate out materials and labor. The bid opening would take place at the September 10, 2018 Council meeting. The motion was seconded by Council member Jensrud and was carried.

Council member Jensrud then made a motion for the poles and electric for the skating rink be in place by November 1st. The motion was seconded by Council member Wang and was carried.

The final item up for discussion on the agenda was Resolution #8-1-2018. Administrator Liden explained that the airport resolution that was passed in July, #7-1-18, was to establish the Joint Airport Zoning Board. Another part of that resolution was for the Council to name two persons to serve on the JAZB to represent the City and that those persons had not been named when the original resolution was passed. This new resolution was simply to amend Resolution #7-1-18 to appoint two people to the JAZB. Liden reported further that she had contacted Tom Rongen and Stuart Christian, who are both on the Airport Commission, and both of them had agreed to serve on the JAZB.

A motion was then made by Council member Wang to approve Resolution #8-1-2018 Amending Resolution #7-1-2018 Authorizing the Creation of a Joint Airport Zoning Board. The motion was seconded by Council member Jensrud and was carried.

There being no further business, the meeting was adjourned at 9:45 on a motion by Council member Wang.

Daniel Wilkens, Mayor

Lisa J. Liden, City Administrator