

Fertile City Council Minutes July 9, 2018

The Fertile City Council held its regular meeting on Monday, July 9, 2018 at 6:30 p.m. at the Community Center. Present were: Mayor Daniel Wilkens, and Council members Todd Wise, Reid Jensrud, and Stanton Wang. Also present were City Administrator Lisa Liden, Fair Meadow Administrator Angie Leiting, Ashley Brandt-Duda from Eide Bailly, Kyle Solie, and Danny Strem.

Additions to the agenda were discolored water under old business, and the ice rink under new business. 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 June 11, 2018 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 June. The Treasurer's Report and Bills were approved on a motion by Council member Jensrud that was seconded by Council member Wise and carried.

The City Engineer was unable to attend the meeting so his written report was briefly reviewed.

The Fair Meadow report began with the audit report given by Ashley Brandt-Duda from Eide Bailly. She began by explaining what the responsibilities of the audit team are as well as the responsibilities of management in regard to the financial statements. She then gave a brief overview of the financial statements noting that while assets were down, liabilities were down as well. Noted also was that operating revenues were significantly increased over the previous year due to better census numbers and that the operating expenses were also increased for the same reason. Expenses, however, had increased at a lower percentage than revenues resulting in a positive increase in income. The net cash figure from operating was also in the positive, so the home had generated a positive cash flow from operations.

Brandt-Duda then went over some of the additional materials included with the financial statements. The first was the evaluation of internal controls where three deficiencies were noted. The deficiencies, however, were not a big concern since they are typical of many small organizations due to the limited size of office staff.

Mayor Wilkens then questioned the statement made in the management letter about the Board of Directors being knowledgeable about the financial position of the home. Ashley explained that the statement merely means that Council is provided financial statements each month so they are kept informed about the Home's financial position. That concluded the report on the audit.

Fair Meadow Administrator then reported that the home began the month of June with 39 residents and ended with 42, operating at 96.03% of capacity. The home had also served 388 home delivered meals. Leiting then gave a brief overview of the financial statements. She noted that the profit and loss still showed a profit for June even though the profit was smaller when compared to May. This was due mainly to the fact that they were down to 38 residents for about one week. The year to date profit and loss was also showing a small profit and Leiting reminded Council that the cash operating revenue was actually higher since depreciation was included in the profit and loss amount.

Council member Jensrud then inquired whether or not the Home participates in the Amazon Smile program with their Amazon purchases. Leiting responded that she had just learned about it recently and would look into signing up the Fair Meadow Foundation to receive Smile proceeds.

Leiting then reported that the Lions Club had recently donated the funds to have a patio area put in by the assisted living. Patio furniture would also be donated by a local family. The Fair Meadow Foundation had also pledged \$25,000 towards the replacement of the flooring in the dining area and that work on the floor would start in the fall. Leiting ended by reporting that she had hired Nicole Johnson from Riverview as the new Director of Nursing and that she would be starting in her new position soon.

The first item up for discussion under Public Works was discolored water. Kevin Nephew, Public Works Director explained that there had been an issue with a pressure sensitive gauge at the treatment plant. Usually the backwash is set for 9 a.m. so that he is able to monitor the process, but something went wrong so that it hadn't done a backwash in six days which led to discolored water. When asked by Mayor Wilkens how the problem was fixed, Nephew explained that he had reset the timer so that it would backwash every three and a half days.

Mayor Wilkens then wished to address the discolored water matter that had been added to the agenda. Wilkens had received a call from Culligan complaining about the rusty water that was going out in their tanks after they had been flushed. They had received complaints from some of their customers and that it wasn't cost effective for them to move their tank flushing to another location. Mayor Wilkens wanted to know what could be done to remedy the situation given the fact that the treatment plant had already been online for over twelve years and we were still having issues with discolored water.

Nephew then explained that it was possible that the clearwell needed to be cleaned out. Normally any sediment in the clearwell should settle out in four hours or so, but it doesn't seem to be doing so. He also said that it might be possible that the filter media needs to be replaced. The media should last for 15 to 20 years, but with Fertile's water, it was possible that it would need to be changed out sooner. This was followed by a discussion on cleaning the clearwell and whether or not a company would have to be hired to clean it or if City staff could do it with proper sterilization of staff and equipment entering the clearwell. Nephew said that he would look further into the matter and how much it would cost to have it professionally cleaned.

Mayor Wilkens then asked if the City shouldn't have Tonka come out and take a look at the water plant operation to make sure that all the equipment was operating as it should. After further discussion of the matter, Council member Jensrud made a motion for Kevin to get in touch with Tonka to make arrangements for them to come look at the plant. The motion included notifying Council when a representative would be coming so they would have the opportunity to participate in their plant tour. Also included in the motion was that Kevin Nephew test the media, and the quality of the water before it goes in and after it comes out. The motion was seconded by Council member Wang and was carried.

Nephew then reported that there had been another water main break that had been repaired. Mayor Wilkens then inquired about how the usual Fair preparation was going. Nephew replied that everything was going well but that they were not able to get all the curbs painted before the Fair. Council noted also that the fire hydrants had all been painted and that they looked really nice. This was followed by further discussion on the treatment plant, as well as discussion on the location of the well at the airport. Nephew also reported that he had no issue with the shed that would be discussed in the Public Hearing later in the meeting.

Mayor Wilkens then closed the regular meeting and opened the Public Hearing regarding a rear yard setback variance for a shed. There were no public comments made regarding the matter and Administrator Liden reported that she had advertised the hearing in the Journal and had sent out letters to all property owners within 300 feet. She had only received two phone calls about the variance and neither of those callers had a

problem with the variance being granted. The Public Hearing was closed on a motion by Council member Wise that was seconded by Council member Jensrud and carried.

The regular meeting was then reconvened. A motion was made by Council member Wise to approve the rear yard setback variance requested by Larry and Elaine Erdahl. The motion was seconded by Council member Jensrud and was carried.

The next item on the agenda under old business was the offer by Danny Strem to purchase four lots in the Industrial Park. Strem was interested in purchasing lots three, four, eleven, and twelve. The matter of the purchase had been tabled at the June meeting for further information. Mayor Wilkens began the discussion by explaining that the City was running short on lots that had water and sewer service and that Council had questioned the necessity of Strem purchasing four lots when his proposed buildings would fit on two of the lots. Strem explained that he wanted to buy four lots to allow for truck parking and also future expansion since he didn't want to come up short on space later on. This was followed by a discussion on the sizes of the buildings he was planning and how they could be placed on two lots rather than on four.

After further discussion of the matter, a motion was made by Council member Wise to approve Strem's purchase of lots three and eleven with a right of first refusal on lots four and twelve. The motion was seconded by Council member Wang and was carried.

Under new business, the first item up for discussion was dasher boards for the new ice rink. Council member Jensrud had asked Kyle Solie to the meeting to discuss plans and specs for the boards. Solie then explained his plans for the boards and that he could draw up plans and specs so that the project could be put out on bids. The rink size would be 85 feet by 200 feet and the boards would be four feet high constructed out of $\frac{3}{4}$ inch treated lumber set on four by four posts. The boards would be topped by a six foot chain link fence all the way around. This was followed by a discussion on where to have gates for snow removal equipment and how big those gates should be.

Discussion was then held on the timing of getting the plans and specs approved so that the project could be bid out, awarded, and completed in time for winter. Discussion was also held on the elevation to set the boards at as well as necessary ground preparation before the boards go up and the rink gets flooded this winter. Mayor Wilkens questioned whether or not the City could afford to put up the boards this year and whether it would be better to wait for another grant opportunity. Administrator Liden explained that the next grant cycle for the DNR Parks grant would not be until next year and that the City would have to cover the cost if the boards were put up this fall. Council member Wang expressed that a lot of money had already been invested in the warming house building and that he couldn't see waiting to make the move for another year.

After further discussion, a motion was made by Council member Jensrud to approve Kyle Solie drawing up the plans and specs for the dasher boards so they could be approved at the August meeting. The motion was seconded by Council member Wang and was carried.

Further discussion was then held on the timing of the project. If the plans were approved at the August meeting, the City could advertise for bids in a few area papers with the bid opening taking place at the September meeting. A November 1st date would then be set for completion of the project.

Administrator Liden then gave an overview of the Administrator's Report commenting that she had attended several hours of election training as well as continued work on the meter audit and the financial audit.

Under the Learning Center report, Mayor Wilkens reported that Jacob Mans had sent a letter out advising that the AELC and City Council check with the DNR on what the allowable uses were at the AELC. Since the Master Plan was still being drawn up, Mans felt it would be best to work with the DNR on what activities could and could not take place at the Learning Center. Mayor Wilkens stated that he would like to hear

directly from the DNR on the matter and requested that Administrator Liden contact Joe Hiller with the DNR as soon as possible to try arrange an in person meeting.

Under the Fire Department, Council member Wang reported that the department had responded to three medical assists, one car fire, one downed power line, one storm watch and one ranger fire. This was followed by a brief discussion on having a fire hydrant put somewhere on the fairgrounds. In light of the grandstand fire many years ago, many felt that it would be wise to have a hydrant on the grounds for easier access in case of fire.

Under the Airport Committee, Mayor Wilkens reported on Tom Rongen's request for permission to dig a well at the airport. He explained that he, Rongen and Administrator Liden had been working on the requirements for the well in addition to where the well should be located to accommodate future growth at the airport such as the construction of an arrival departure building as well as more hangars. Wilkens requested that he would like for Administrator Liden and Kevin Nephew to meet with him at the airport at 8:30 the following morning to do some measuring and get a spot marked for where the well could be located.

This was followed by a brief discussion on the agreement that the City Attorney was drafting in regard to the well. In the interest of time, Administrator Liden asked that Council approve the terms of the agreement so that it can be signed once it's received from the attorney. The terms that would be included in the agreement were that the City had to approve the location of the well, that Rongen would pay all costs to dig the well, and the City would take over ownership and responsibility for the well once it was dug, including any further decisions regarding who could hook up to the well and whether there would be any hookup or monthly charges. The well would also be on the City's power supply.

After discussion of the matter, a motion was made by Council member Jensrud, seconded by Council member Wang to approve the well agreement with the terms as spelled out in the discussion. The motion was carried.

The next item up on the agenda was the temporary liquor license application for St. Josephs Church for their annual Hoe Down in September. Council member Jensrud made the motion to approve the application, seconded by Council member Wang. Motion carried.

The final item on the agenda was Resolution #7-1-18 Authorizing the Creation of a Joint Airport Zoning Board. Administrator Liden explained that this was the first official step of the Zoning process and that once it was passed that letters would be sent out to Polk County and Garfield and Liberty Township inviting them to participate in the JAZB.

Resolution #7-1-18 Authorizing the Creation of a Joint Airport Zoning Board was approved on a motion by Council member Wang that was seconded by Council member Jensrud and was carried.

This was followed by a brief discussion regarding a resident who was believed to be keeping ducks and geese in their yard. Since ducks and geese are considered farm animals and, therefore, not allowed within City limits, Administrator Liden was asked to write the resident a letter telling them that they needed to get rid of the animals.

The meeting was adjourned on a motion by Council member Jensrud.

Daniel Wilkens, Mayor

Lisa J. Liden, City Administrator