

## **Fertile City Council Minutes May 10, 2021**

The Fertile City Council held its regular meeting on Monday, May 10, 2021 at 6:30 p.m. at the Community Center. Present were: Mayor Daniel Wilkens, and Council members Stanton Wang, Matthew Massmann and Todd Wise. Also present were City Administrator Lisa Liden, Public Works Director Kevin Nephew, Fair Meadow Administrator Angie Leiting, Airport Engineer Dan Triller, and Twylla Altepeter from the Fertile Journal.

The meeting was called to order by Mayor Wilkens at 6:30 p.m. and began with those present reciting the Pledge of Allegiance.

The agenda was approved as presented on a motion by Council member Massmann that was seconded by Council member Wang and was carried.

There were no public comments.

The minutes of the April 12, 2021 regular meeting minutes and April 19, 2021 special meeting minutes were reviewed and approved on a motion by Council member Wang that was seconded by Council member Massmann and was carried.

City Administrator Lisa Liden gave the Treasurer's Report. Liden went over the out of the ordinary deposits and checks for the month of April noting the deposit for reimbursement for the airport project and the quarterly checks to the Learning Center and Fire Department. The budget to actual reports were briefly reviewed with Liden noting that the target number for the end of March was 25%. Liden noted further that the percentage of budget numbers for all the funds were close to the target number for both income and expenses.

Fair Meadow Administrator Angie Leiting gave her report to Council. She reported that the month of April began with 38 residents and ended with 37, operating at 89.68% capacity for the month. Leiting noted that there were currently six open beds in the nursing home. They had also served 152 home delivered meals. The profit and loss for the month of April showed a loss of over \$116,000 with both the nursing home and assisted living reporting losses. The combined year-to-date profit and loss showed an income of just over \$252,000 with the nursing home showing a profit of \$282,900 and the assisted living a loss of just under \$31,000. Leiting noted that there were three payrolls in the month of April.

For the Covid report Leiting noted that they had received a \$10,000 grant for staff appreciation activities. During the month of April there had been one more resident death due to Covid and two more staff had tested positive. The home was now out of "breakout" mode, the Polk County positivity rate was at 5%, and only unvaccinated staff needed to get tested now. She reported also that 55% to 60% of the staff were vaccinated.

Leiting reported that they were currently celebrating nursing home week and they were able to offer staff daily prizes. She ended by sharing that they were currently offering a Certified Nursing Assistant class at the home.

Airport Engineer Dan Triller was next on the agenda. He reviewed the progress report that he had submitted and noted a correction to the start date for the runway project. Agassiz Asphalt would be beginning work the week of May 17<sup>th</sup>. Triller then went over the bids that had been received for the apron reconstruction/expansion project. Triller noted that the low bid from Agassiz Asphalt could be

accepted contingent upon State approval of the grant for the project. Administrator Liden explained that the contract with Short Elliott Hendrickson could also be approved contingent upon State approval.

A motion was made by Council member Wise, seconded by Council member Wang to accept the low bid from Agassiz Asphalt in the amount of \$687,057.75 contingent upon MnDOT's approval of the grant for the project.

A motion was made by Council member Wise, seconded by Council member Massmann to approve the contract with SEH for the apron project contingent upon MnDOT's approval of the grant for the project.

Kevin Nephew, Public Works Supervisor, was next to give his report to Council. He began by asking about the timing for the survey work at the cemetery. He said that it needed to be done as soon as possible since there was someone waiting to bury an urn in their plot and since the plot was located on the far east side of the cemetery, the survey should be done prior to the burial. Administrator Liden explained about the other survey work that was needed for the Nature Center and the trails that were currently located on private property. Liden explained further that ideally all the survey work would be done the same day to save costs but that more information was needed on the work that was needed for the Nature Center. Mayor Wilkens noted that a survey should also be done on the access road for the ponds.

Kevin continued by informing Council that half of the campground fence was up and would be completed in the next few days if the corner pieces he was waiting for are delivered. Nephew also noted that he had spoken with Dan Grunhovd, President of the Polk County Fair Board about putting the south end fence on fair property to allow for better placement of the fence. Grunhovd granted approval for doing that.

Under public works, the next item to address was dirt for the new shooting range road. Kevin Nephew explained that land had been donated for the shooting range for the trap shooting team at school and that they were making a road to get in to the range. Nephew explained further where the range and the road were located and that they needed about five loads of clay out of the city stockpile so they could finish the end of the road.

After a brief discussion of the matter, Council member Wang made the motion to donate the clay to the Conservation Club so they could complete the road. The motion was seconded by Council member Massmann and was carried.

Nephew ended his report by noting that they hadn't heard yet about when the loader would be ready for the city. Council member Wise asked if the city would sell the tractor once the loader arrived. Discussion was then held on a lease option for a John Deere tractor. Kevin Nephew explained that John Deere had a lease option for \$18 per hour with no minimum hours.

The regular meeting was then closed for a Public Hearing on a motion by Council member Wise that was seconded by council member Massmann and was carried.

Administrator Liden explained that Vieng Abrahamson was requesting a variance for a three-foot setback rather than the required 10-foot setback in order to build a garage on the east side of her home. She explained further that there was more space for an attached garage on the west side of the home, but that interior remodeling would be required to add an entry door on that side, so it was much easier and less expensive to build the garage on the east side where the entry door was already located. Liden reported that she had published notice of the meeting and mailed letters to all property owners within 350 feet as required by City Code. Liden had also met with both Arne and Luming Hagen, the neighbors directly east of Abrahamson's property to explain the setback variance to them. Upon learning the specifics, neither one of them had an issue with granting the variance.

There being no further questions or comments, a motion was made by Council member Wise to close the Public Hearing and reconvene the meeting. The motion was seconded by Council member Massmann and was carried.

A motion was made by Council member Massmann to grant the variance requested by Vieng Abrahamson. The motion was seconded by Council member Wang and was carried.

Mayor Wilkens then called City Engineer Alex Ranz for his report since he was unable to attend the meeting in person. Ranz reported that there would soon be a meeting with Sellin and Custom Concrete on the issue with the school sidewalk. Custom Concrete was still interested in the city making concessions on replacing the heated portion of the sidewalk just outside the new gym doors. Ranz explained that the issue had been decided already and that the entire sidewalk needed to be replaced with no concessions. Council member Wise reiterated that the matter had already been discussed at length and that the entire sidewalk would be replaced.

Ranz reported next that he had been in touch with MN Public Facilities to talk to them about the possibility of another watermain project to determine how much grant funding would be available. To proceed on getting those numbers, the project would need to get on the Project Priority List (PPL). Once the project was approved as listed on the PPL, the next requirement would be the Intended Use Plan and the cost of the IUP would be around \$10,000 in engineering fees.

After discussion of the matter, a motion was made by Council member Massmann and seconded by Council member Wang to proceed with listing a project on the PPL.

Administrator Liden then gave her report. She went over her activities since the last meeting and noted that she had begun working with Eide Bailly on the 2020 audit and that she anticipated it would be quite time consuming again this year since it was being done remotely. Her other activities included work with the City Attorney on the golf cart ordinance and Dave Buehler, an attorney in Fosston, on the lease agreement for the clinic space. She had also completed the final paperwork required by MnDOT for the land acquisition project and had continued her work with Baker Tilly on the wage study.

There was nothing to report for the Learning Center, the Fire department, or the Personnel Committee.

The next agenda item to be addressed was the proposed golf cart ordinance. The first item for discussion was the driver's license requirement in section 73.02 which requires either a driver's license or valid reason for not having one to attain a permit. Mayor Wilkens felt that a better description was needed for section 73.03 for the personal assistive mobility device.

Passage of the ordinance and public input on it was discussed next. Mayor Wilkens wondered about publishing the ordinance ahead of the meeting and Council member Wise said that it could be put on the City website for public review. Council member Massmann asked about the cost of the permits and tabs and Administrator Liden noted that she had gotten price quotes from Clear Image printing in town and that the permits were only about \$1.40 each and the year tabs were well under \$1 each.

The street closure requested by the American Legion was the next item to be addressed. Administrator Liden explained that the Legion had requested permission to close the first block of Washington Ave. NW from 7 a.m. to noon on Memorial Day for the Memorial Day program to be held alongside the Veteran's Memorial.

A motion was made by Council member Massmann and seconded by Council member Wang to approve the street closure request.

The next item on the agenda was the clinic lease agreement that had been updated by Dave Buehler. Liden noted that the only changes were the addition of a section on default and remedies upon default and an increase in the insurance requirements that were in place when Altru leased the space.

A motion was made by Council member Wise to approve the amended lease and forward it on to Riverview Health for their review. The motion was seconded by Council member Massmann and carried.

The final agenda item was a review of the City's current plot prices at Pleasant Hill Cemetery. Administrator Liden reported that she had visited with someone about the Concordia Cemetery and that Concordia had raised their plot prices as of January 1<sup>st</sup> this year. Concordia now charged \$100 for members and \$325 for nonmembers. The current cost of a plot at Pleasant Hill was \$65. There was some discussion on a two-tier pricing similar to Concordia's for residents and non-residents. Discussion was also held on the City's upkeep costs for the cemetery.

After discussion of the matter, a motion was made by Council member Wise to increase the lot price at Pleasant Hill to \$150 per plot. The motion was seconded by Council member Massmann and was carried.

There being no further business, the meeting was adjourned at 7:42 p.m. on a motion by Council member Massmann.

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Daniel Wilkens, Mayor

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Lisa J. Liden, City Administrator