

Fertile City Council Minutes May 10, 2022

The Fertile City Council held its regular meeting on Monday, May 10, 2022 at 6:30 p.m. at the Community Center. Present were Mayor Daniel Wilkens, and Council members Todd Wise, Mary Kiefert, and Matthew Massmann. Also present was City Administrator Lisa Liden.

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 the next item up and Administrator Liden noted that there were additions to the agenda. The first, under the City Engineer report was adding projects to the list for state funding by submitting an Intended Use Plan (IUP) and also signing Task Order #1 for general engineering services. The other addition, under Public Works, was to approve adding divot filling as a street project for the summer.

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

There were no public comments.

The minutes of the April 11, 2022 were the next item on the agenda. Mayor Wilkens had a couple of corrections with the first one being to change the name of the auction company to Resource Auction rather than Biliski Auctions in the paragraph about selling the camo truck. The second correction was a typo in the final paragraph of the minutes to change that the motion to adjourn was made “by” Council member Wise.

The minutes as amended were approved on a motion by Council member Wise that was seconded by Council member Kiefert 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. Under the deposits Liden noted the DNR grant that had been received for \$18,805 for the ski trail grooming equipment for the Learning Center. Under the check listing Liden noted the check to the League of Minnesota Cities Insurance Trust for liability and property insurance as well as the quarterly checks to the Learning Center and Fire Department.

The Treasurer’s Report was approved on a motion by Council member Wise that was seconded by Council member Kiefert and was carried.

Under the airport, Short Elliott Hendrickson had submitted pay application #3 for the taxiway and apron project that had been substantially completed the previous summer. The amount due on the application was \$35,955.71 and it represented the amount that had been held in retainage. Administrator Liden noted that they would be checking on the areas that had been seeded the previous fall and that if it had to be re-seeded it would be covered under warranty.

The City Engineer report was the next item to be addressed. The City Engineer, Jeff Ebsch, was unable to attend in person but was available by phone. Prior to calling Ebsch, Administrator Liden explained about Project Priority List and the Intended Use Plan for some potential water projects.

After a brief discussion, Mayor Wilkens contacted Jeff Ebsch by phone and Ebsch began his report by reviewing the potential projects on the Project Priority List. If the City wished to move forward on some or all of the projects, the City would need to submit an Intended Use Plan (IUP) to the State by June 3, 2022. Discussion was held on the various projects and whether or not it would be most beneficial to submit some or all of them on the IUP.

For funding the projects, Ebsch noted that under the Drinking Water Revolving Fund, there were no grants but instead they offered “loan forgiveness.” Council member Massmann asked how long the IUP would be good for if the City decided to not pursue the projects at this time. Ebsch explained that the IUP was good for five years. Administrator Liden noted that the new meters were the priority for the office staff and then asked Ebsch what the priority was for Kevin Nephew, Public Works Director who was not present at the meeting. Jeff Ebsch stated that in his meetings with Nephew that the Blaine Street watermain replacement was Nephew’s priority. Council member Massmann asked if it was possible to remove some projects and only accept some of them if they were approved for funding. Ebsch explained that it was possible.

Ebsch went on to report that the GIS mapping of water, sanitary sewer, and storm sewer was complete and that staff had been provided with the links to access the information. He said that the link could also be provided on the City website so that residents could access it also. He noted that the map would be a work in progress going forward with the addition of curb stops with City staff assistance in getting the coordinates for those.

Discussion then turned back to submitting the project list on the IUP. After further discussion a motion was made by Council member Massmann to submit all of the projects for the IUP. The motion was seconded by Council member Wise and was carried.

Fair Meadow Administrator Angie Leiting was not present for the meeting so her report was briefly reviewed. The month of April began with 41 residents and ended with 38, operating at 89.04% capacity. They had also served 120 home delivered meals.

Administrator Liden then noted that Task Order #1 for general engineering services had not been addressed during the City Engineer report. After a brief discussion on the task order, a motion was made by Council member Massmann to approve Task Order #1. The motion was seconded by Council member Kiefert and was carried with Mayor Wilkens voting nay.

Public Works was next on the agenda but Public Works Director Kevin Nephew was unable to attend the meeting. Nephew did, however, submit a request for approval to fill some divots on various City streets as part of the crack sealing project. Nephew had gotten a rough quote for \$20,000 to fill in the worst of the divots that were present on mainly the streets that would be crack sealed.

A motion was made by Council member Wise to approve spending up to \$20,000 to fill divots. The motion was seconded by Council member Massmann and was carried.

City Administrator Liden was next to give her report. Liden noted that she had begun work on the 2021 audit and that the process should be somewhat quicker this year since the auditors would spend at least one day on-site. This would save a lot of time that had been spent during the two previous audits in scanning and uploading all of the audit requested documents to the Eide Bailly portal. It was much easier when the work was done on-site and the auditors could be provided with documents and files without having to scan and upload. Liden also reported on a mental health and suicide

forum that she was assisting with planning. The event would be held on Sunday, June 5th and was being sponsored by the Community Club, Alluma, Polk County Public Health, and the HOPE Coalition. Liden was also working on plans for the Car Show to be held on June 11th.

For the Learning Center, Administrator Liden reported that Summerfest at the Center would be held on the weekend of June 3rd with many activities being planned to commemorate the Learning Center's 30-year anniversary. As part of the weekend, the Raptor Center would be doing a raptor program featuring a live bald eagle.

Under old business, the replacement of the auditorium lights was again up for discussion. At the April meeting it was decided to table the matter until new quotes could be submitted by Downs and Erlandson on installing new soft white LED lights in the auditorium and also to determine whether the lighting project would be eligible for a rebate from Otter Tail.

Liden reported, first of all, that the installation of LED lighting would be eligible for an Otter Tail rebate. Secondly, Liden reported that neither party wished to submit a new quote and would stay with their previous one. Liden noted further that the Mid Valley quote was for shop type lighting rather than soft white indoor lighting.

After discussion of the matter, a motion was made by Council member Wise to approve hiring Downs and Nowacki to install new auditorium lights. The motion was seconded by Council member Massmann and carried.

Car Show and Polk County Fair requests were next on the agenda. The items up for approval were the same as are requested every year, so a motion was made by Council member Massmann to approve the requests as spelled out in the respective memos. The motion was seconded by Council member Kiefert and was carried.

The final agenda item was further discussion of the mental health forum that would be held at the Community Center on Sunday, June 5th. Administrator Liden said that the event was being sponsored by the Community Club and that the only expense for the program would be for food since supper was being served. The Community Club was requesting cash assistance from the City for the event. Discussion was held on possibly securing donations from the fire department and Lions Club.

There being no further business, the meeting was adjourned at 7:30 p.m. on a motion by Council member Kiefert.

Daniel Wilkens, Mayor

Lisa J. Liden, City Administrator