

**Fertile City Council Minutes**  
**Special Meeting**  
**March 27, 2017**

The Fertile City Council held a special meeting on Monday, March 27, 2017 at 6:30 p.m. at the Community Center. Present were: Mayor Daniel Wilkens and Council members Linda Widrig, Reid Jensrud, Stanton Wang, and Todd Wise. Also present was City Administrator Lisa Liden and Public Works Director Kevin Nephew.

The meeting was called to order by Mayor Wilkens at 6:30 p.m. and there was an addition to the agenda for Resolution #3-3-2017 A Resolution to Approve an Application for Grant Funding. The agenda was approved on a motion by Council member Jensrud that was seconded by Council member Wise and carried.

The first item on the agenda was a review of the engineer proposals that had been submitted in response to the advertised Request for Proposals. Council member Jensrud commented that if Council were to grant interviews to some of the firms that he felt Widseth Smith Nolting should be granted an interview out of courtesy since they were currently the City Engineer. This was followed by a discussion on how many firms to interview and also how to decide which ones to interview.

It was decided that three firms would be interviewed and that one of those firms would be Widseth Smith Nolting. To determine the other two firms, Administrator Liden passed out papers with the other four firms listed and each Council member picked their first and second choices on whom to interview by writing either a number one or number two in the blank behind the name of the firms they chose. At the end of the voting, Administrator Liden tallied the votes and the two firms chosen were Ulteig and Houston Engineering.

Discussion then turned to setting a date for a special meeting to hold interviews, how much time should be allotted for each firm, and what type of questions should be asked. Council member Wise commented that in order for it to be a fair process, that a list of questions should be developed and each firm asked the same questions.

After discussion, it was agreed to set April 24<sup>th</sup>, as the date for the special meeting to conduct interviews. The interviews would be conducted at 5:30, 6:30, and 7:30 to allow for enough time with each firm. Council members, Administrator Liden, and Public Works Director Nephew would work on submitting sample questions prior to the regular meeting on April 10<sup>th</sup> so that the questions could be decided on at that time.

The next item addressed on the agenda was the financial oversight of Fair Meadow Nursing Home. Council was given the wage and salary information that Administrator Leiting had provided to the City and that information was reviewed and discussed. Administrator Liden had also provided Council with a memo outlining three areas that warranted possible review and those items were also discussed.

After additional discussion on the matter, Council requested that Administrator Liden make further contact with the two consulting firms she had been in contact with earlier to get a formal proposal from each on the services they could offer and what the cost of those services would be.

The final item addressed on the agenda was Resolution #3-3-17 A Resolution to Approve an Application for Grant Funding. Liden explained that this resolution was a required part of the application process for the DNR Outdoor Recreation Grant Program. She explained further that Wayne Goeken was assisting by writing this grant to help pay for the costs associated with moving the skating rink and that the application deadline was March 31<sup>st</sup>.

Resolution #3-3-2017 was passed on a motion by Council member Jensrud that was seconded by Council member Wang and carried.

After a brief update and discussion on the layout for the new park building, the meeting was adjourned.

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Daniel Wilkens, Mayor

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Lisa J. Liden, City Administrator