***CITY OF BERTHA***

***REGULAR MEETING OF THE CITY OF BERTHA***

***HELD AT THE BERTHA COMMUNITY CENTER***

***April 11, 2022***

***Members Present:*** Mayor Olson, Members Hoffman, Nelson, Winkler & Captain

***Staff Present:*** Clerk Umland & Public Works Graba

***Guest Present:***  Brenda Roberts, Pete Wallner, Leona Wiese, Brian Yates, Amanda Hansen, Christine Pierce, Lonnie Marcyes (Todd County Deputy), Connie Trotter, Dean Birke (auditor), Caitlin Moore and Trinity Guenberg.

***Declaring a quorum, Mayor Olson called the regular meeting to order at 6:30 p.m. and the citizens recited the Pledge of Allegiance.***

***3. Public Hearing - Second Reading of Ordinance No. 7, Third Series Pertaining to Charitable Gambling***

Mayor Olson opened the public hearing at 6:35 p.m. with introductory comments and explanation of the purpose for public hearing. The public hearing was closed at 6:43 p.m. The regular council meeting reconvened at 6:45 p.m. Council okays city getting 10% contribution requirement may only be applied to net profits derived from lawful gambling conducted at premises within the city jurisdiction. Contributions by the organizations will be paid semi-annually with first payment the end of December. The complete amendment is on file at the Bertha City Clerk Office.

***Consider an ordinance amendment city code to Section 11.16 related to contribution of Net Profits and approval authorizing summary publication.***

M/Captain, S/Hoffman to approve the reading of the ordinance amending City Code 11.16 relating to lawful gambling and approve authorizing summary publication. All voting in favor except Member Nelson.

***Ordinance No. 7-Third Series***

***An Ordinance amending Section 11.16 Lawful Gambling***

***&***

***Approving summary publication of an Ordinance amendment to***

***Section 11.16 of Bertha City Code of Ordinance pertaining to***

***matters pertaining to lawful Gambling***

***4. Communications Reports***

***A. Review the March Enterprise Reports – no comments***

***B. Public Safety Reports –*** Chief Wallner stated that bingo fundraiser was a success. The grass rig is almost road ready. Next meeting will have a new recruit to be approved the only concern is that he lives over 8 miles from the city. Director Hansen gave the March ambulance report and has talked with area volunteer services all have hard time recruiting new members. Ms. Hansen will present at the May meeting a rental agreement for out-of-town volunteers to stay at when on call. It has been agreed on to pay $500.00 per month this includes utilities on a trial basis. She was busy to get all the state required information on line.

***C. Law Enforcement Report-***Todd County Sheriff Department provided the council with the March activity report that summarizes the 16 calls received in their department; 2-animinal complaints, 1-disturbance, 1 harassment complaint, 1-liaison incident, 1-suspicious activity, 1-welfare check and 9 minor complaints.

***D. Public Works Report –*** Mr. Graba provided the council with his March activity report which summarizes work done within his department. His activity report for March included; repairs that are being done on some of the equipment, installed trail camera, street sweeper, zoom meeting concerning the new upcoming ruling on LCRR.

***Topic for discussion – Street Sweeper & LCRR/120 Water***

Street Sweeper Option-Mr. Graba went to Park Rapids and looked at a used 1990 AHL sweeper for $7,000.00. He felt it was in good condition the owner was retiring. Another was a 2001 Pelican sweeper that needed some repairs that would cost $50,000 once the repairs were done. A repair person from Macqueen Equipment stopped by last Friday to look at our current sweeper. Macqeen would come out to set up the brooms and do minor repairs and adjustment but some of the parts are hard to get. Another option would contract street sweeping out. Motion by Member Hoffman, seconded by Member Winkler to contract with an area city up to 80 hours for street sweeping. Carried. This will give the council some time to decide what option to go with.

LCRR/120 Water Rule – Mr. Graba described that the city must take steps to comply with EPA Ruling by Oct 2024. EPA’s new Lead & Copper Rule strengthens regulatory requirement to better protect children and communities from lead in drinking water. There is software available to help with the 120 Water’s Inventory Solution which is a way to build and manage a detailed “location-based” LSL inventory from start to finish. The new rule triggers actions to address lead earlier in more communities and reduces lead by more effectively managing corrosion control treatment and **replacing more lead service lines in their entirety. At this time the city doesn’t have the best mapping which is one of the first steps and doing an inventory of old lead service lines.**

***E. Clerk’s Review-no business***

***5. Unscheduled Public Appearance***

***Brenda Roberts –*** 307 1st ST. NE – problem with water movement on the edge of her driveway

**Caitlin Moore –** 208 Cherry Street –inquired about the housing grant

***6. Consider the Consent Agenda –action required***

***Note:*** The Consent Agenda listed those items of business which are considered to be routine and/or which need no discussion. Consent items are acted upon by one motion. If discussion is desired by council, that item may be moved to an appropriate section of the regular agenda for discussion.

Mayor Olson asked if there were any additions, deletions, or corrections to be made to the Consent Agenda. Motion by Nelson, seconded by Member Winkler to accept the consent agenda as presented. Carried. The consent agenda included the following:

1. Approval of the March 14, 2022 Regular City Council Minutes
2. Approval of March Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments plus April Check Nos. 90160-90177 in the amount of $13,182.75. Grove Security was pulled until more information is provided at the May meeting.
3. Review Bank Correspondence –Bank Statement & Investment Report
4. Resolution 2022-24-Joint Powers Agreements between the State of Minnesota and the City of Bertha on behalf of its County Attorney and Todd County Sheriff Department. Todd County Attorney shared these documents which are standard joint powers agreements that are typically renewed every 5 years. They are drafted by the State of Minnesota, Department of Public Safety, and Bureau of Criminal Apprehension in order to exchange criminal justice data. The agreements are basically a formality; however, they are required from the state.
5. Resolution 2022-23-removal of delinquent ambulance bills: Invoice Nos. 597, 616, 568, 570, 582, 572, 557, 542, 672, and 605 from the active account receivables of the Bertha Ambulance Service and be written off as uncollectible and be terminated by Expert T Billing. The above invoices will be turned over to either collection agency or Mn Recapture Program.
6. Resolution 2022-18-Appointing Election Judges for the 2022 elections. According to Minnesota Election Laws, the council is required to approve the appointment of election judges and set their compensation.

***7. Consider Business***

***A. Broadband Communications –*** meeting was postponed this month- county commissioners will decide if an extra person will be hired to work with the economic developer. The coalition will make a proposal to the commissioners for $50,000 of their ARPA funds be used for the mailing of the surveys and feasibility study as well as support for a broadband coordinator. Mr. Hoffman informed the council that City of Hewitt has designated $10,000.00 to go towards the broadband project. The committee is hoping the townships and cities will pledge ARPP Funds to help with the expense of broadband. Surveys are starting to come in. The council has committed $10,000.00 be reserved for broadband of the ARRP funds.

**B. Small Cities Development Program –** No communication from Central Housing informing the city of the date for the kick-off meeting.

***C.***  ***Final 2021 Audit Report –*** Dean Birke , with CarlsonSV presented the 2021 Audit review at the April 11, 2022 City Council Meeting. Birke started with the management and auditor’s responsibilities for financial reporting. He summarized that the city had a clean audit opinion following all Minnesota legal compliance findings with no material weaknesses or significant deficiencies. Some findings common with small cities include segregation of duties and preparation of financial statements as they only have one person in the office. Reviewed multiple financial statements for each the government and enterprise funding. The cash and investments in the city are healthy. The components of the fund balance are at a level at what the state auditor office recommends. On a motion by Member Nelson, seconded by Member Captain, the Council accepted the 2021 Financial Audit as presented on April 11, 2022 and have been submitted to the State Auditor as required by statute. Carried.

***8. Committee Reports***

A. ***Resolution 2022-09***- Approving an updated Employee Handbook and Rescinding prior versions

A discussion if we should have the attorney review the handbook again after a few minor changes. It was stated that EMS Board has reviewed the handbook and approved it. Member Nelson introduced Resolution 2022-09 and moved its adoption “A Resolution approving an employee handbook for the Bertha Ambulance Service”. It was duly seconded by Member Captain. Carried.

***Whereupon Mayor Olson declared Resolution 2022-09 to be duly passed.***

***B. Seasonal worker –*** Motion by Member Hoffman, seconded by Member Winkler to hire Brent Lind for temporary summer worker beginning May 1, 2022. Carried.

***9. Correspondence/Meeting/Conference***

***A. Solar Panels –*** Mr. Hoffman did not have any new information will bring new information to the May meeting.

***B. 2021 Consumer Confidence Report –*** The council reviewed the 2021 Consumer Confidence Drinking Water Report as prepared by MN Department of Health. This report is an annual report that is a snapshot of the water quality for the city over the past year. The report will not be mailed out, but is available on the city website or by request.

***C. First Amendment Audits - Member to review no discussion***

No action was taken on Member Winkler request for reimbursement of $250.00 for training. Committee will bring recommendation back to the May meeting.

***10. Adjournment***

There was no further business to come before the City Council. Member Nelson moved; Member Hoffman seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 8:20 p.m.