

**CITY OF BERTHA
REGULAR MEETING OF THE CITY OF BERTHA
HELD AT THE BERTHA COMMUNITY CENTER
MONDAY, FEBRUARY 13, 2017**

Present: Mayor Zimmerman, Members Olson, Nelson, Hoemberg and Bowman
Staff: Clerk Umland, Public Works Templin and Police Berndt
Guest: Trinity Gruenberg, Russ Vandenheuvel, Brenda Roberts, Karen Winkler, Gerald Berndt, Marv Stokes, Pete Wallner, Mark Fay, Amy Botzet and Jean Schuster.

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

Public Comments: An opportunity for members of the public to address the City Council on items not on the current agenda. Items requiring Council action may be deferred to staff or committee for research and future agenda, if appropriated.

Mark Fay, owner of Traditions Bar & Grill, discussed plans for constructing a fence and stage on the vacant lot adjacent to his establishment. The landscaping that is currently along the museum north wall would be relocated to the front of his fence that would be setback from the sidewalk approximately four feet. Clerk Umland will give Mr. Fay an application and a copy of the fence ordinance.

Karen Winkler thanked the council for allowing them to hold their recent fundraiser at the Community Center to help pay for their trip to the national conference.

4. Communications Reports

A. Enterprise Reports – January reports reviewed.

B. Fire/Ambulance Reports - Mr. Vandenheuvel stated that the EMT refresher course is coming up.

Fire Department – Mr. Wallner explained the repairs that were done on one of the fire trucks. Brief discussion on the progress on the events that will take place during the summer festival. The committee is looking for extra funds to have some kid’s activities. Clerk Umland will check for some grants to help defray the cost of the activities. Currently, the city has paid the cost of porta potties, advertising, printing posters and fencing. They expressed it is getting to costly to have bands play both nights.

C. Law enforcement – Mr. Berndt presented the council with his January activity report. The monthly report showed the following violations for Bertha; 29-citizen calls, 9-citations, 7-warnings, 7-public assists, 1-investigation, 2-assist other agencies and 2 vehicle unlocks. There was a brief discussion on the school reducing the school liaison position to 6 hours a week.

D. Public Works Report – Mr. Templin supplied the council with his January activity report. The monthly report included repairs that were done to snow equipment. Mr. Templin shared that the concrete behind the Community Center is heaving and that there are additional concrete and water issues around the building. He will get an estimate to correct the problem. The park committee will meet with him and discuss tree removal and replacing them. He informed the council that the snow plow truck was taken to the repair shop to have the transmission checked out.

E. Clerk Overview- review

5. Consider Business Items

A. Mayor Zimmerman stated that the Tri-County Healthcare System has made a substantial investment in our area and if the City has the ability to assist them, we should.

Council Member Nelson motioned to schedule a Public Hearing for Monday, March 13, 2017 to consider a Resolution allowing Tri-County Health Care to use the City of Bertha as a conduit for tax exempt bonds. Council Member Bowman seconded the motion. Motion carried unanimously. All council members were present.

B. A brief discussion on updating some snow removal equipment. Mayor Zimmerman was concerned about where the equipment would be able to be stored. He read the correspondence from Jeff Scholten, USDA representative, stating that the mower's primary purpose is to mow the ponds, but the city can use it as needed for other purposes. You don't need to wait until it is depreciated.

C. Bertha-Hewitt School Summer Rec Program

The council discussed the correspondence received from Eric Koep asking for some type of donation to help defray the cost of the summer recreation program. The program has been made free to all kids and he believes it would help draw kids to our community.

Motion by Olson, seconded by Member Hoemberg to contribute \$1,250.00 to the Bertha Hewitt summer recreation program for 2017. Carried unanimously.

6. Consider Consent Agenda – Action Required

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

Mayor Zimmerman asked if there were any additions, corrections, deletions to be made Consent Agenda. Motion by Bowman, seconded by Member Nelson to approve the Consent Agenda as presented, with all members voting in favor. The agenda items include the following:

- A.** Approval of the January 9, 2017 Regular Council Minutes
- B.** Approval of January Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments.
- C.** Review bank correspondence –Bank Statements & Investment Report
- D.** Adopt Resolution 2017-04 to certify delinquent ambulance bills to the following collection agencies: 1-Todd County Auditor to special assessment, 3-Mn Recapture Program and 1-Collection Agency since we do not have a Social Security Number. The City Council has directed the City Clerk to remove such accounts from the active receivables of the City, and also be written off as uncollectible and be terminated by Expert T Billing.
- E.** Approval to the adjustment to the city employee salary step schedule-A compensation study was done in 1995 and no adjustment was made since then. Once a pay delivery system is adopted, a performance review process should be formally established and properly maintained. Some of the council checked with area cities and felt the city wages were not competitive with other surrounding communities. So they sat down and revised the pay scale.

- F. Approval of Resolution 2017-07 approving State of Minnesota Department of Public Safety, Bureau of Criminal Apprehension Joint Powers Agreements with the City of Bertha on behalf of its County Attorney

The County of Todd and BCA is asking the City of Bertha to approve the submitted agreements. Currently Todd County manages the prosecution of misdemeanors and petty misdemeanors as an adjunct of the contract the City has with the County. The county was notified that the five year agreement was about to expire. Joint power agreements are required for police agencies to have access to the Criminal Justice Data Network between the State Bureau of Criminal Apprehension and the State Court Systems. These are the secure point-to-point network connections that allowed the transmission of criminal justice data between local and state entities. There is no charge for this service.

- G. The council reviewed the 2017 annual LMC Premium Breakdown in the amount of \$23,115.00, which includes workers compensation premium of \$12,770.00. At the end of the year, the city could receive a dividend if the LMCIT has any funds remaining in the pool of money.

7. Committee Reports

A. Prior in the meeting the council approved the new salary step plan for all employees. Mayor Zimmerman informed the council that they did a pay study with surrounding cities and our current salaries are less than average. In developing the new salary plan they considered the market and wanted to be competitive especially to attract and retain employees.

In a motion by Nelson, seconded by Member Hoemberg, Resolution 2017-03 entitled "Resolution Setting 2017 Employee Compensation" was introduced. Upon a roll call, Ayes-Zimmerman, Hoemberg & Nelson, Naves – Bowman & Olson, the Resolution was declared passed and adopted retroactive to January 1, 2017. The following wages that were approved are as follows:

Public Works Supervisor	Grade 6 Step 1	\$36,067.00/annual
City Clerk	Grade 6 Step 8	\$41,018.00/annual
Maintenance Worker	Grade 1 Step Base	\$13.00 per hour

A complete copy of Resolution 2017-03 is filed in the City Clerk's Office Minute Book.

8. Meeting/Conference/Correspondence

A. Bertha Enterprise Tax Forfeited Property – Mayor Zimmerman read the correspondence from Todd Auditor stating that this property will be up for Tax Forfeited Sale in the Fall of 2017.

B. Prairie Sanitary Service – The purpose of their memo was to inform the council that effective April 1st their current rates would possibly increase .50 per month. The rate increase is due to Todd County Transfer Station has again raised the tipping fees to all haulers.

C. Ambulance Rates & Fundraising – Brief discussion on increasing the current ambulance rates since they have stayed the same since 2001. Our current billing company has provided us with a list of what other communities are charging their clients. Tabled until next meeting.

D. Minnesota Power & Light – received a copy of the "Notice and Order for Hearing" regarding Minnesota Power's rate increase request. The Notice and Order for Hearing provides information related to the procedures and issues for the contested case proceedings on Minnesota Power's proposed rate increase.

E. 2017 Notice of Local Board of Appeal & Equalization- The Todd County Assessor has notified us that the Board of Appeal and Equalization for Bertha City has been scheduled for April 19th at 10:00 a.m. at the Bertha Community Center.

F. Hope Addition One lots – Mayor Zimmerman and Member Nelson met with a contractor to discuss his interest in possibly developing lots in the Hope Addition One Plat. They were willing in decreasing the price to get the property on the tax roll. The contractor gave them some stipulations that he felt were unreasonable. So they will further pursue other options to sell the remainder of the lots.

9. Adjournment

There was no further business to come before the City Council, Member Nelson moved; Member Bowman seconded the motion to adjourn. With all members in favor motion was carried. The meeting adjourned at 7:45 p.m. Carried.