

**CITY OF BERTHA
REGULAR MEETING OF THE CITY OF BERTHA
HELD AT THE BERTHA COMMUNITY CENTER
MONDAY, FEBRUARY 10, 2014**

The council met at 6:00 prior to the regular meeting to continue work on the comprehensive update to the Bertha City Ordinances. When completed and approved by the City Council, the updated version of the City Code will be posted on our website. The only official edition of the City Code is the printed version maintained at the City Clerk's Office and also available for the public on our city website.

Members Present: Councilmembers Zimmerman, Hammond, Olson, Hoemberg & Mayor Klebs

Staff Present: Clerk Umland, Public Works Templin and Police Berndt (8:00 p.m.)

Guest Present: Marv Stokes, Doug Kapphahn, Pete Wallner,Carolynn Bisel, Joeb Oyster, Russ Vandenheuvel and Steve Peterson.

Declaring a quorum, Mayor Klebs called the meeting to order at 7:00 p.m. and the citizens recited the Pledge of Allegiance.

3. Review and Adopt the Consent Agenda

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 Klebs asked if there were any additions, corrections, or deletions to be made to the Consent Agenda.

Consent Agenda Changes:

Correction to the January 2014 minutes on page 2 to add "Carried" on the motion to approve the officers of the Fire Department for 2014.

Deletion: 3D Approval to contract 3Z Company Inflatable for the summer festival

A motion was made by Hoemberg and seconded by Zimmerman and passed unanimously to approve the Consent Agenda as amended.

- A.** Approval of January, 2014 Regular Council Minutes with correction.
- B.** Approval of January Disbursements and Authorized Issuance accordance with list provided.
- C.** Reviewed bank correspondence – Investments & Bank Statement
- D.** Removal of 3Z Company Inflatable for summer festival

4. Public Comment

It was noted that there were no citizens present to address the Council on non-agenda items. Mayor Klebs mentioned concerns the public is having dealing with the recent suicides. The council expressed their concerns and felt the only thing the city could do is provide a meeting place.

5. Consider Business Items

- A. **Public Nuisance** - Mayor Klebs informed the council that he has come to an agreement with Peggy Becker on the sale of the property at 220 Main Street West. She has not signed a purchase agreement yet pending upon the name she wants on the purchase agreement.
- B. **Bertha Area Wellness Center** – Clerk Umland indicated the center is tentatively scheduled to open on March 15th.
- C. **2014 Insurance Package** - Insurance Agent Steve Peterson presented the council with 2014 insurance renewal. The renewal was up slightly in the property and liability sections. One factor of the increase in premium was due to added equipment and construction from the Bertha Authority Project. Workers Compensation line did have a substantial increase in the annual premium. The increase came primarily in the volunteer fire fighter and ambulance classification. The premium for volunteer firefighters is based on the population of the City and NOT a payroll figure. **Motion made by Hammond, seconded by Hoemberg to approve the 2014 insurance renewal, motion approved by majority vote of all members present.** Clerk Umland informed the council that she has given Mr. Templin a copy of the 2014 health insurance options.
- D. Joeb Oyster, Moore Engineering Inc., recommended the following Pay request and Change order:
Approved Pay Request #24 which includes the following payment; Motion by Zimmerman, seconded by Member Olson approving – Partial Payment #13 in the amount of \$9,999.94 to Wagner Construction, Inc., for labor and materials, Change Order # 9 (balancing change order to establish the final contract quantities and contract price) increased the contract by \$31,916.40 to Wagner Construction, Inc., see change order#9 for more details, contingent on Wagner Construction and USDA signing the original form.

6. Communications Reports

- A. Reviewed the enterprise reports
- B. **Fire/Ambulance Report** - Mr. Wallner informed the council that the annual meeting with the townships went over smoothly. He suggested that the new city code includes that all buildings/houses in the city be clearly marked with their house number. This will help emergency vehicles identify the correct property when responding to an emergency situation. The number shall be conspicuously placed on the proper door of each building so the number can be seen plainly from the street. The city clerk will research different ordinances and bring some examples to next meeting. No ambulance report but they are having trouble with the wireless internet.
- C. **Law Enforcement** – Police Berndt had to leave for a while to attend another meeting at the school so gave the council his report prior to leaving. The report showed violations as follows: citizen's calls-26, citations-3, and warnings-4 and assist other agencies-14. When he returned back to the meeting, he gave a report on his DARE training class he attended. The council reviewed the estimated 2014 police department budget from Kevin Hess, Eagle Bend Administrator. He noted last year's budget was less. He informed Clerk Umland in August 2013 that the 2014 budget would be approximately the same. So the Bertha's quarterly payments will remain the same as 2013.
- D. **Public Works** – Supervisor Templin presented the public works January monthly activity report.
Completed several year-end reports
Meeting with Wagner Construction to review liquidated damages as result of the project and he put together an expense damage report.
Plowed snow several times

Requested a closed meeting for an employee valuation – The council informed him that at the end of the meeting that would take place.

E. Clerk's Report – overview of February agenda

7. Committee Report – none for the month of February

8. Meeting/Conference/Correspondence

A. Brief discussion on correspondence from Minnesota Energy Resources informing all municipalities that they have applied to the Minnesota Public Utilities Commission for rate increase.

B. Minnesota Rural Water Conference – March 4-6, 2014 – Registration Fee - \$200.00

C. MCFOA Conference – March 19-21, 2014 – Registration fee \$220.00

D. Council reviewed the correspondence on the cost to sell the municipal liquor store.

Clerk Umland informed the council that the Board of Equalization has been scheduled for April 11th at 9:00 a.m. at the Bertha Community Center.

Councilmember Hammond submitted a letter stating she was taking a two month medical leave from the council.

Mr. Wallner informed the council that he is seeking donations for the summer festival band which cost \$2,500.00.

Executive Session – Performance Evaluation – Mayor Klebs noted that the balance of the meeting will be to conduct an annual evaluation of the Public Works Supervisor. There was a brief recess prior to going into closed session to allow members of the audience to leave the council chambers at the Bertha Community Center. During the evaluation, the meeting will be closed to the public pursuant to Minn. Stat. 13D.05, subds. 1(d) & 3(a). At the Council's next open meeting, the Council will summarize its conclusion regarding the evaluation. The following were present at the closed meeting: Mayor Klebs, Member Zimmerman, Hammond, Olson, Hoemberg and Clerk Umland. The City Council adjourned to a closed session in the Bertha Community Center at 8:30 p.m. to discuss the public works employee job performance. The closed session lasted 50 minutes and ended at 9:20 p.m. The closed session commenced at approximately 9:20 p.m. The closed meeting tape was placed in the employee file in the file cabinet.

The closed session concluded and the open meeting was resumed.

9. Adjournment

There was no further business to come before the City Council. Council member Hammond moved, Member Zimmerman second the motion to adjourn. With all members in favor motion was carried. The meeting adjourned at 9:22 p.m.