CITY OF BERTHA

REGULAR MEETING OF THE CITY OF BERTHA

HELD AT THE BERTHA COMMUNITY CENTER

FEBRUARY 8, 2021

***Members Present:*** Acting Mayor Olson, Members Winkler, Nelson and Captain

***Staff Present:*** Clerk Umland and Public Works Templin

***Guest Present:*** Pete Wallner, Brenda Roberts, Lori McKnight, Tyler Hoffman, Jamie & Jen Bryniarski

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

***3. Unscheduled Public Appearance:***

No one appeared to address the council.

***4. Communication Reports***

***A. Review the enterprise reports for January – no comments***

***B. Public Safety Reports –*** No ambulance report due to the absent of Mr. Vandenheuvel

***Request to Apply for FEMA Grant –*** Fire Chief Wallner appeared before the council to request approval to apply for the 2021 Assistance to Firefighters Grant. He is requesting to apply for 14 sets of Personal Protective Equipment. Estimated amount of requested grant is $46,800, with the City’s share of 5% approximately $2,340. The grant was prepared by Karin Anderson for the fee of $300.00. Motion was made by Member Nelson and seconded by Council Member Winkler to authorize application for the 2021 FEMA Grant as requested. Motion carried 4/0.

***C. Law Enforcement –*** Todd County Sheriff Department provided a January activity report which summarizes the calls received in their department during the month of January: 1-abandoned vehicle, 5-ambulance, 1-animal complaint, 1-burn permit, 1-custody dispute, 1-motorist assist, 1-public assist, 1-suspicious activity, 12-traffic stops, 1-transfer call and 1-warrant check.

***D. Public Works Report –*** Mr. Templin provided the council with his January activity report which summarizes work done within his department. His activity report included working with Minnesota Power & Light doing an energy audit, updating Wellhead Protection Plan and a few dog complaints.

***E. Clerk’s Review –*** is an overview of the agenda only for council use.

***5. Consider Business Items***

***A. Deed Housing –*** An informational public meeting is scheduled for March 8th at 6:00 p.m. prior to council meeting. A public hearing must be held to obtain citizen input on community development needs and the proposed activities in the application. At the meeting, the council must discuss housing needs in the community, proposed SCDP activities within the application, overall costs and project financing, implementation schedule, past performance of staff to carry out project and compliance with historic requirements.

***Acknowledgement of the Citizen Participation Plan:*** *Motion by Member Nelson, second by Captain, motion carried to acknowledge a Citizen Participation Plan in conjunction with the SCDP. The current hearing and future information meetings will coincide with the Citizen Participation Plan.*

***Resolution 2021-07-Support of a Small Cities Development Program Project –*** *Motion by Nelson, second by Winkler, motion carried to adopt Resolution 2021-07: which acknowledges the City of Bertha’s legal sponsorship and support for the SCDP, confirmed Bertha’s commitment in observing all laws and program regulations, and it also authorizes the Mayor and City Clerk to sign SCDP documents on behalf of the City of Bertha.*

***Conflict of Interest Disclosure Form –*** Mayor must disclose any conflicts, perceived conflicts, or potential conflicts of interest that may exist when receiving a grant. All grant applicants must complete and sign a conflict of interest disclosure form. A form was provided for Mayor Olson to complete.

***B. Insurance Renewal –*** Will contact Katie at Klein Insurance for more information for the next meeting.

***C. Consider Filling the Vacancy of Mayor-*** Ken Nelson resigned from the City Council effective January 11, 2021. The person who fills the vacancy will hold the seat for the remainder of the unexpired term December, 2022.

Councilmember Nelson introduced the following resolution and moved for its adoption

***Resolution 2021-04***

***BERTHA CITY COUNCIL APPOINTED CITY COUNCIL MEMBER PAUL OLSON TO FILL THE MAYOR POSITION VACATED BY KEN NELSON UNTIL THE NEXT GENERAL ELECTION IN 2022.***

The Bertha City Council hereby declares that the position occupied by Council Member Olson representing Bertha City Council is hereby vacant. The City Council will appoint a qualified citizen to serve until the next general election at their March meeting.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Captain and upon vote taken unanimously carried. Mayor Paul Olson appointed Member D. Nelson as 2021 Acting Mayor for the remainder of the year.

***D. Board of Review –*** The Board of Appeal & Equalization will meet in April. Legislation enacted in the 2003 and 2008 sessions requires that there be at least one member of the council at the meeting who has completed an appeals and equalization course developed by the state every 4 years. Member Olson has recently been certified so the city can hold the Board of Appeal locally.

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

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

1. Approval of the January 11, 2021 Regular Council Minutes
2. Approval of the January Disbursement & Authorize Issuance in accordance with the list provided included all electronic payments-along with the February Disbursements Check Nos. 18353 thru 18364 in the amount of $21,334.63
3. Review Bank Correspondence – Bank Statement & Investment Reports
4. Consider approving the Site Use Agreement between the City of Bertha and Lutheran Social Services for the use of the kitchen facilities at the Bertha Community Center.
5. Scheduled a public hearing for March 8, 2021, for Tri-County Healthcare Project and discuss issuance of private activity bonds to finance their health care facilities.

*7****. Committee Report – none***

***8. Correspondence/Meeting/Conference***

***A. Region 5 Development Commission Community Energy & Environment Planning Program***

*Member Captain introduced the following resolution and moved for its adoption*

*Resolution No. 2021-08*

***A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BERTHA, MINNESOTA, APPROVING THE***

***GRANT APPLICATION FOR ENERGY AND ENVIRONMENT PLAN***

The City of Bertha aims to partner with Region Five Development Commission and partners to complete an Energy & Environment plan and implementation of energy and environment related projects. Financial and technical assistance by R5DC that builds municipal capacity to conduct sustainable development in alignment with community driven goals. The City Council supports applications to Sourcewell and USDA for Energy & Environment planning and implementation. This project offers no financial municipal investment but would ideally offer an investment of staff and/or volunteers official time.

The motion of the foregoing resolution was duly seconded by Olson and upon taken a vote unanimously carried.

The council at the March meeting will discuss further if the summer festival should be held.

***9. Adjournment***

There was no further business to come before the City Council. Mayor Olson moved; Member Winkler seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 7:10 p.m. Carried.