

**CITY OF BERTHA
REGULAR MEETING OF THE CITY OF BERTHA
HELD AT THE BERTHA COMMUNITY CENTER
MONDAY, JANUARY 13, 2014**

Work is currently underway on a comprehensive update to the Bertha City Ordinances. The Bertha City Council met at 6:00 p.m. prior to the regular scheduled meeting to review the changes made by the city attorney. 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.

Members Present: Councilmembers Zimmerman, Hammond, Olson, Hoemberg & Mayor Klebs
Staff Present: Clerk Umland, Public Works Templin & Police Berndt
Guest Present:Carolynn Bisel, Pete Wallner, Marv Stokes, Joann Collins, Kathy Kleen and Randy Chock.

Declaring a quorum, Mayor Klebs called the meeting to order at 7:03 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.

Zimmerman moved, Hammond seconded, to approve the Consent Agenda as presented which included the following items: With all members present voting in favor.

- A. Approval of December, 2013 Regular Council Minutes
- B. Approval of December Disbursements and Authorized Issuance accordance with list provided.
- C. Reviewed bank correspondence – Investments & Bank Statement
- D. 2013 Audit Engagement Letter- Approved the terms and objectives of the contract between the City of Bertha and Mayer, Porter, Nelson, Ltd for \$11,000. for a single audit.
- E. Resolution 2014-03 adjusting Ambulance Account Receivable by \$1,499.03 since collection efforts have been exhausted and there is no need to keep them on the books at this time per request by Working 4 Professionals.

4. Public Comment

It was noted that there were no citizens present to address the Council on non-agenda items.

5. Consider Business Items

- A. Public Nuisance
Mayor Klebs presented the council with an update of his property on the corner of 2nd Ave NW and Main Street. He stated now he has a clear title and just needs it to be recorded at the county. Once it's recorded, he will take the current abstract and have that updated.

B. Bertha Wellness Center

Kathy Kleen, project coordinator, gave a short presentation to the council on the progress of the Wellness Center and hoping for a March opening. She informed the council that Rachel Amiot was hired as the Center Coordinator. The presentation touched on the following topics; equipment, membership fee, hours of operation, keyless entry, surveillance and there will be a public computer for the patrons to use.

C. 2014 Insurance Package

Steve Peterson from Peterson Insurance Agency submitted to the council the 2014 insurance premium breakdown to review. The council reviewed the Workers Comp. premium at their December meeting which increased by \$6,000. Overall there was a 10% increase. The increase is caused by a few main factors which included medical trend, benefit changes and investment income. The total insurance package for 2014 increased by \$8,000. due to the changes made by the Bertha Authority Project and added equipment. Actual premiums are also affected by changes in city expenditures, property values and exposure measures. The council questioned several items on the quote and tabled approving the package until the February meeting. They requested that Mr. Peterson attend the meeting to answer some of the questions they have on the package. Clerk Umland will contact him and request his present at the meeting.

6. Communications Reports

A. Review the enterprise reports

B. Fire/Ambulance Report - Hammond made a motion to accept the recommendation of Pete Wallner as Fire Chief, Assistant Chief Russ Vandenheuvel and 2nd Lt. Tim McKnight for 2014. The motion was seconded by Hoemberg. Fire Chief Wallner informed the council he has set the date for the City/Township fire contract meeting, Monday, January 27, 2014, 7:00 p.m. at the Bertha Community Center. Mr. Wallner will be attending the Todd/Wadena Firefighter meeting where they will be discussing changing the Todd/Wadena mutual aid contract. The area fire departments want to be reimbursed for fuel and other expenses acquired on the job on a working fire out of their service agreement area. **Fire Service District –Termination of Fire Contract between City of Bertha and Oak Valley Township for 2014.** Mr. Wallner said the township informed him that they have contracted with the City of Hewitt. The Township Fire Contract Agreements covering the period of March 1, 2014 to March 1, 2016 were presented for Council approval. The council was informed that the current run charges remain the same as the previous two-year contract at \$400.00 per hour. The mayor and clerk were authorized to enter into said mutual aid agreements with the remaining five townships. Following further discussion, Council Member Hoemberg, moved to renew the Fire Contracts as presented with the Townships of Germania (\$4,739.90), Moran (\$1,680.51), Stowe Prairie (\$1,465.06), Bertha (\$2,585.40), Woodside (\$5,687.88), City of Bertha(6,722.04), seconded by Member Olson. Motion adopted unanimously. The contracts will become effective on March 1, 2014, pending Townships' approval.

C. Law Enforcement – Police Berndt presented his December monthly activity report. The report showed violations as follows: citizen's calls-20, citation-1, warnings – 9, assist other agencies-5, alarms-2 and vehicle unlock-1. Mr. Berndt stated he will be starting his DARE training on January 27th and the county will cover for him during his absent. There was some discussion about towing vehicles during snow removal and residents clearing their sidewalks. It was discussed what the best way to inform the public about these topics.

D. Public Works – Supervisor Templin presented the public works December monthly activity report.

Generator is finally available in case of an emergency
Christmas decoration were taken down
Burned the brush at the dump
Sold some old iron & electric motors

Clerk Umland accepted bids until noon on January 9, 2014, for the 1994 Chevrolet truck. Two bids were received at the City Clerk's Office and were opened at the meeting with the following bids:

Maynard Benson - \$426.00
Ron Lage - \$505.00

Motion by Zimmerman, seconded by Member Hammond to reject both bids received for the above vehicle. Carried. Mayor Klebs read a letter sent to Randy Chock dated December 16, 2013, stating that the city will no longer consider using Mn Unique Well No. 220425 for emergency backup that is located on his property.

E. Clerk's Report – overview of January Agenda

7. Committee Report

Member Hammond read the correspondence from the personnel committee stating they reviewed the salaries for the different positions and are making the following recommendations:

- No reduction in hours for the clerk position after surveying area cities our size
- Hold off on all salary increases for 2014 for all full-time and part-time city employees.
- City employee set goals & expectations for 2014

Mr. Wallner reminded the council again the reason for selling the liquor store was they would save the taxpayers money in reducing employee wages. Clerk Umland will research and try to determine how much it cost the city to sell the liquor store.

8. Meeting/conferences/correspondence

The City of Bertha received a 2013 dividend payment (Insurance Refund) from the LMC Insurance Trust, Property/Casualty Premium, in the amount of \$2,988.00.

Reviewed 4th Qtr. Bertha Fire Dept. Relief Assn. General Fund Report.

9. Adjournment

There was no further business to come before the City Council. Councilmember Hammond moved, Member Olson second the motion to adjourn. With all members in favor motion was carried The meeting adjourned at 9:05 p.m.