CITY OF BERTHA

REGULAR MEETING OF THE CITY OF BERTHA

HELD AT THE BERTHA COMMUNITY CENTER

JANUARY 11, 2021

Members Present: Mayor K. Nelson, Members Olson, Winkler and D. Nelson

Members Absent: Member Captain

Staff Present: Clerk Umland and Public Works Templin

Guest Present: Pete Wallner, Russ Vandenheuvel, John Fink and Brenda Roberts

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

***Oath of Office –*** Incoming elected officials from the 2020 election took the Official Oath of Office of State of Minnesota, County of Todd and City of Bertha solemnly affirming to support the Constitution of the United States and Minnesota, and faithfully discharge the duties of the office of mayor and council member of the City of Bertha, Minnesota to the best of their judgment and ability, under the penalty of perjury. The oath was administered by the City Clerk to new city council member, Karen Winkler as well as re-elected Mayor Ken Nelson and Member Olson.

***Mayor called the Annual Meeting to order and advised all that the regular business of the City Council will be presented immediately following the annual meeting.***

***Resolution 2021-01:*** This resolution sets the 2021 Schedule of fees and charges for various services, licenses and permits. Motion by Member Olson, seconded by Member D. Nelson to approve Resolution 2021-01.

***Resolution 2021-02:*** This resolution approves the official designations and annual appointments was introduced by Member D. Nelson, seconded by Member Winkler, and approved on a 4-0 vote.

***2. Unscheduled Public Appearance:***

No one appeared to address the council.

***3. Communications Reports***

***A. Review the enterprise reports for December-no comments***

***B. Public Safety Reports: Fire-***washer & dryer has been installed. ***Ambulance –*** Emt Refresher training this last week-end along with 9 of the 15 volunteers getting the vaccine shot.

***C. Law Enforcement -*** Todd County Sheriff Department provided a December activity report which summarizes the calls received in their department during the month of December: 1-accident property damage, 1-animal complaint, 2-disturbance, 1-juvenile runaway, 1-public assist, 1-scam, 4-traffic stops and 14 misc. calls.

***D. Public Works Report –*** Mr. Templin provided the council with his December activity report which summarizes work done within his department. His activity report included: removal of snow, removing the Christmas lights and several water leaks. His activity report included a comparison of annual water pumped and sewage treated for 2020. As a condition of the WIF Grant, the city is required to fund a long-term asset replacement reserve. The amount that is to be set aside for 2020 is $12,823.00 which will be added to the current CD in July following the annual audit. The amount is based on $.50 per 1,000 gallons sewage treated. Totals for 2020 are as follows: water pumped is 15,863,628 gallons and sewage treated was 25,645,698 gallons down from 2019. Mr. Templin confronted the council to see if they were interested in purchasing a new Bobcat for the public works department. The quote was from Aldrich Tractor, Inc. and the pricing would be thru Sourcewell contracting. The quote was itemized into three bids: MT 100 Mini Track Loader with wide track for $24,701.88, 36 inch Root Grapple - $1,599.44 and the 64 inch angle broom and 50 inch general purpose bucket for $4,404.68. The council tabled this for the present time.

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

***4. Consider Business Items***

***A. DEED Housing Grant –*** On 12/22/2020 received correspondence from SCDP that our preliminary proposal has been determined to be competitive. The Small Cities Development Program unit has reviewed the preliminary proposal submitted for the 2021 funding cycle. The program received 41 proposals totaling approximately $24.5 million. Of those proposals, 34 have been determined to be either competitive or marginally competitive. The projected dollar amount for grant awards this cycle is between $16 and $19 million. The full application is due March 12th.

***D. Insurance Renewal –*** The Workers Compensation Package is completed just waiting for the General Liability package to finalize.

***5. 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 K. Nelson asked if there were any additions, deletions, or corrections to be made to the Consent Agenda. City Clerk requested the addition of 5D. “2021 Sponsorship Schedule “be added. Motion by Member D. Nelson, seconded by Olson to accept the consent agenda as amended. The motion carried unanimously.

1. Approval of the December 14, 2020 Regular Council Minutes
2. Approval of the December Disbursement & Authorize Issuance in accordance with the list provided including all electronic payments – along with the January Disbursements Check No. 18306 thru 18317 plus 2021-01 in the amount of $170,001.68.
3. Review Bank Correspondence – Bank Statement & Investment Reports
4. Independent News Herald for the 2021 Sponsorship Schedule- this includes 24 full page promotions for $250.00.

***6. Committee Reports – none***

***7. Correspondence/Meeting/Conference***

***A.*** Allen Schahn – old creamery building – Last month the council asked if I would check if there was any grants available to help him redo the roof. There were no grants but possible he could get a loan to upgrade the roof.

**B. Hilltop Kitchen-**Informational letter was provided in the council packet informing the council on the key updates for the past month at the kitchen.

Clerk Umland inquired if the council would like her to get involved with Region 5 to participate in a program that they are launching, “Energy & Environment.” They are trying to get 10 communities involved to further this work. The project is fully funded by Region 5 and Sourcewell with each community receiving $10,000. Each community must participate in 4 planning meetings via Zoom to craft an Energy & Environment plan for their community. The council wanted me to contact them and get more information.

At the close of the meeting, Mayor Ken Nelson read a letter of resignation effective January 12, 2021. With the unexpected announcement of his resignation a resolution was not prepared. A resolution will be prepared for the next meeting to declare the vacancy, acknowledging and accepting the letter of resignation, and fill the vacancy. Member D. Nelson made a motion, seconded by Winkler and carried unanimously to accept the resignation of Mayor Ken Nelson, effective January 11, 2021. At 7:15 p.m. on January 11, 2021, Member Paul Olson became Acting Mayor, pursuant to the appointments the city council made at its annual meeting earlier. The council decided to hold off filling the mayor position until the next meeting.

***8. Adjournment***

There was no further business to come before the City Council. Member D. Nelson moved; Member Olson seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 7:15 p.m. Carried.