**CITY OF BERTHA**

**REGULAR MEETING OF CITY OF BERTHA**

**HELD AT THE BERTHA COMMUNITY CENTER**

**MONDAY, JANUARY 14, 2019**

**Present:** Mayor Nelson, Members Olson, Captain, Bowman and D. Nelson

***Staff:*** Public Works Templin, Clerk Umland and Police Berndt

**Guest:** Birch Pettow, Amy & Aaron Botzet, Steve Peterson (Peterson Ins. Agency), Karen Winkler, Dan & Barb Becker, Michele Lemke, Brenda Roberts, Josh Shesta, Pete Wallner, Lydia Hennagir, Mark Fay and Scott Powers.

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

***Annual Meeting***

***Oath of Office:*** Incoming elected officials from the November 2018 election took the Official Oath of Office of the State of Minnesota, County of Todd and City of Bertha prior to the meeting solemnly affirming to support the Constitution of the United States, the Constitution of the State of Minnesota, and faithfully discharge the duties of the office of mayor and/or council member of the City of Bertha, Minnesota, to the best of their judgment and ability under the penalty of perjury. Ken Nelson was sworn in to the two-year term of the office of mayor effective January 7, 2019. Leona Bowman was sworn in to the two-year term of the office of council member effective January 7, 2019. Debra K Nelson and Gene Captain were sworn in to the four-year term of the office of council member effective January 7, 2019. The Oath of Office was administered by City Clerk Umland, with due authority, noting all candidates taking the oath raised his or her hand while reciting the oath. All candidates also signed a copy of the oath in the presence of the administering official, which was acknowledged and notarized and filed with the office of the city clerk per MN Stat. 358.11(3).

***Resolution 2019-02 – A Resolution approving the Annual Officials Designations & Appointments***

1. Elect an Acting Mayor to serve in absence of Mayor during 2019.
2. Designate Official Newspaper for 2019
3. Designate Depositories for City Funds during 2019
4. Review Committee Appointments to different Boards

Complete list of designations and appointments can be seen on file at the City Clerk’s Office

***Resolution 2019-01 – A Resolution adopting the 2019 Schedule of Fees and Charges for various services licenses and permits.***

***A motion was made by Member D. Nelson and seconded by Member Bowman approving both resolutions relating to the organization meeting for 2019 for the City of Bertha. Carried.***

***3. Unscheduled Public Appearances***

 ***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 appropriate.***

 ***Mark Fay,*** owner of Traditions Bar & Grill, spoke on behalf as a business owner to address the whole council at the meeting. I had the week prior and up to December 31 to clear the air and state the facts so there are no pointing fingers. Along with announcing the closing of his establishment and stating he had currently put it up for sale. He stated that the bar will be closed until he is ready to reopen it at a later date. He also stated it was a pleasure to have worked with the fire/ambulance department, sports booster and community for the past three years. He also announced that he will not be any part of any events this year due to the current situation. He was hoping to get a 3 to 6 month extension for paying his 2018 property taxes. He stated now 8 employees are laid off. He had to dispose of thousands of dollar of products. He stated that he made a lot on new friends and thanked everybody. He stated he met so many people and friendships were made along with memories which he will cherish. Mayor Nelson stated he did not leak any information and he sought legal advice from the city attorney.

Amy Botzet expressed her feelings and left the meeting.

Aaron Botzet, concerned citizen, stated on Friday, November 28th that a member of the council confronted him about Mr. Fay financial dealings since his property taxes are not paid. Member Bowman replied that you can find out this information by going to the county website and get the information. Member Bowman read a portion of the ordinance that stated the property taxes must be paid prior to issuing a liquor license.

Birch Pettow questioned the liquor ordinance about renewing the license and hope arrangement could be made so the establishment could be reopened.

Karen Winkler expressed her concerns about the closing.

Mayor K. Nelson stated that it was not the city’s fault.

Mr. Pettow stated that the area town was allowed to purchase their license due to their property taxes not being paid in full. The audience all felt that this would hurt the community as a whole.

Lydia Hennagir is going to check into if the Hewitt City Council approved a property tax extension for their liquor establishment.

The crowd was concerned about funding of events for the upcoming summer festival. Brenda Roberts provided the council with a brochure from a business that would be available that day to give trolley rides around Bertha.

 ***4. Communications Reports***

 ***A*** Reviewed the enterprise reports for December – no questions

 B. ***Fire/Ambulance Reports –*** Chief Wallner had nothing to report

 Mr. Wallner presented the ambulance report for Russ and stated there are 3 new recruits for the ambulance department. Brenda Roberts informed the council about getting another crew together.

 C. ***Law Enforcement –*** Mr. Berndt provided his December activity report with the council having no questions. The monthly report showed the following violations for Bertha: 12 citizen calls, 6-citations, 10-warnings, 1-investagation, 1-assist other agency, 1-alarm, 3 vehicles unlocks and 1 –accident.

 ***D. Public Works Report –*** Mr. Templin supplied the council with his December report to review and they had no comments. His report included a comparison of annual water pumped and sewage treated for 2018. As a condition of the WIF Grant, the city is required to fund a long-term asset replacement reserve. The amount that will be set aside for 2018 will be $11,187.00 which will be added to the current CD in August following the annual audit. The amount is based on $.50 per 1,000 gallons sewage treated. Totals for 2018 are as follows: water pumped is 13,326,558 gallons and sewage treated was 22,374,000 down from 2017.

 E. ***Clerk’s Overview – review only***

***5. Consider Business Items***

 ***A.*** Pond Easement Road Update – Mayor Nelson did not have any information at this time

 B. Manhole Rehab Update - In the process of applying for Right of Way Use Permit from Todd County Public Works which has to be approved by the Todd County Board of Commissioners.

 C. 2019 Insurance Package – Mr. Steve Peterson, Peterson Insurance Agency, was present to answer questions from the council. The insurance package for 2019 is $100 less than last year package. The fire department cost was down due to using the service area and not the city population. Motion by Member D. Nelson seconded by Member Captain to approve the 2019 LMCIT package for $20,473.00 as presented by Mr. Peterson. Carried.

 D. Traditions Bar & Grill – No action

6. ***Consider 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, corrections, deletions to be made to the Consent Agenda. Clerk Umland noted that Item E be removed until the February meeting since information have not been received from Independent News.

A motion was made by Member Bowman and seconded by Olson to approve the agenda with the removal of Item E. All voted in favor to accept the revised agenda. Motion carried.

1. Approval of the December 10, 2018 Regular Council Minutes
2. Approval of the December Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments
3. Review Bank Correspondence –Bank Statement & Investment Report
4. Approving and Authorizing Mayor and City Clerk to sign the Engagement Letter submitted by Mayer, Porter, Nelson LTD for 2018 Audit with a fee of $9,750 for the audit and $500 to prepare the Annual Financial Reporting Form.
5. 2019 Promotional Package – Independent New Herald removed
6. Approving the Bertha Ambulance Service to apply for grant- Resolution 2019-04 authorizing the Ambulance Service to apply for a Todd-Wadena Operation Round-Up Grant. If awarded funds would be used to purchase a Binder Lift. The grant application requested $500.00 from Todd-Wadena Electric Cooperative.
7. Approved Resolution 2019-03 authorizing the write-off of uncollectible ambulance bills for collection and direct the city clerk to remove the accounts from active receivables of the city, said accounts being detailed in the official files of the City. The Expert T Billing has determined that certain accounts, shown on the resolution are uncollectible.

7. Committee Report – None

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

 ***A.*** Preparing for the 2020 Census – training is scheduled for January 17 at Staples to discover basic information about the importance and impact of the census, who is involved, and how it impacts individuals, local, and state government.

 B. Clerk Umland will be attending the MCFOA Conference held at St. Cloud Civic Center March 20-22 with a fee of $275.00 per person. Public Works Templin will be attending the Rural Water Conference held in St. Cloud March 5-7th with a fee of $240.00 plus hotel accommodation.

 C. 2018 Property/Casualty Dividend- The LMCIT issued the city its 2018 property/casualty dividend check in the amount of $645.00. These funds then are delegated back according to the premiums paid. The city has received $103,129 back in dividends since 1987. During 2017 and 2018, property claims were higher than anticipated, largely because of a few large fire losses and several weather-related events.

 D. MAOSC brochure review only

***9. Adjournment***

There was no further business to come before the City Council. Member D. Nelson moved; Member Bowman seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 7:30 p.m. Carried.