***CITY OF BERTHA***

***REGULAR MEETING OF THE CITY OF BERTHA***

***HELD AT THE BERTHA COMMUNITY CENTER***

***MONDAY, JULY 11 2022***

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

***Members Absent:*** Mayor Olson

***Staff Present:*** Clerk Umland & Public Works Lind

***Guest Present:*** Brian Yates, Amanda Hansen, Brenda Roberts, Pete Wallner, Leona Bowman, Dennis Zimmerman, Scott Poppinga, Ben Harnack, Katlyn Hoffman, Mike Hubner(Advanced Utility Solutions).

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

***3. Approval of the Agenda: Motion*** by Member Captain seconded by Member Winkler to approve the regular agenda as presented, approved by a unanimous vote.

***4. Public Hearing – None***

***5. Unscheduled Public Appearance***

Acting Mayor Nelson called for anyone with unscheduled business. No one in attendance addressed the council.

***6. Communications Report***

 ***A. Review the June Enterprise Reports-no comment***

 ***B. Public Safety Reports –*** Chief Wallner informed the council that all the turnout gear has been received. He stated that the summer festival went good with no issues. Acting Mayor thanked the people for making the festival a great success, especially Matt Cardinal and Lisa Stange. Clerk Umland will notify the insurance company on getting windshields replaced also to the damage done to the side of the city pickup. Director Hansen reported that the service had 18 calls since the last meeting. Another two students from the last class have been certified as an EMT Basic.

 ***C. Law Enforcement Report –*** Todd County Sheriff Department provided the council with the June activity report that summarizes the 19 calls received in their department: 1-accident, 1-disturbance, 1-gas drive off, 2-missing persons, 2 animal complaints, 2-traffic stops, and 10 misc. calls.

 ***D. Public Works Department - Mr***. Lind informed the council on area cities what they do to enforce lawns that don’t get mowed and snow removal on sidewalks. The council will review the current ordinances on sidewalks and the length of grass. The public works department has rebuilt the tines on the loader and currently working on the street sweeper. The council reviewed the estimates received on the city pickup. Motion by Member Captain seconded by Member Hoffman to proceed with replacing the windshields in two vehicles and repair the driver’s inside door of the city pickup. Carried.

Mike Hubner (Advanced Utility Solutions) was in attendance to see if the council had any questions. He thanked the council for the opportunity to provide a proposal for the contract operations of our water and/or wastewater facility and infrastructure. He will work in conjunction with our staff, train new staff, and help fill the gaps as we need them. Motion by Member Winkler, seconded by Member Captain to extend the contract for two months for weekly visits by a trained staff from Advanced Utility Solutions at $1,000 per month. Carried.

 ***E. Clerk’s Overview –*** Principal Bulletin Board – a brief discussion on where it should be located. Clerk Umland will check with area cities where their principal bulletin board are located and find out a cost for an outdoor bulletin board.

***7. Consider the Consent Agenda – Action Required***

 ***Note: The Consent Agenda listed those items 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.***

Acting Mayor Nelson asked if there were any additions, deletions, or corrections to be made to the Consent Agenda. Motion by Member Hoffman, seconded by Member Winkler to accept the consent agenda as presented. Carried. The consent agenda included the following:

1. Approval of June 13, 2022 Regular Council Minutes and June 20, 2022 Special Meeting Minutes.
2. Approval of June Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments plus July Check Nos. 90339-90356 in the amount of $13,984.23.
3. Review Bank Correspondence- Bank Statement & Investment Report
4. Approving Resolution 2022-35 Accepting a Donation-the city received a donation from Barry & Joy March and Charlotte Lage in the amount of $50.00. The donated funds are to be used for ambulance equipment.
5. Resolution 2022-34 authorizing the fire department to apply to DNR for Grant to purchase wildland equipment -$1,400.00 and water movement items - $600.00. The total cost for equipment is estimated at $2,000.00. The department recognizes the 50% match requirement for the VFA Matching grant program.

***8. Consider Business Items***

 **A.** Broadband Communications- Member Hoffman gave a brief update on the status on the process of the broadband coalition. They are applying for a non-profit status along with the push on the survey. The committee will also offer a paper copy of the survey.

 **B.** Small Cities Development Program – Correspondence received from CMHP stating that some of the applicants are leery of the requirements of the program. The council should remind people that this is a federal program with federal requirements and regulations.

 **C. LPS INC. –**Mandatory Garbage – The council was provided with an estimate of two ways the city could go with trash and recycling collection which was read by Acting Mayor Nelson. Option 1: LPS continued to bill, they could lower the rate around $3.50 per month. Unpaid balances would be put on property taxes and paid to LPS when collected. Option 2: City would do the billing with reduced rates. A public hearing will be scheduled for the September meeting to get input from the citizens.

 **D. Resolution 2022-27 revising the Water/Sewer Rates –** The need to implement an increase was reiterated as it was noted the city needs reserves in the funds for emergencies or unexpected expenses. The council agreed that the city needs to be looking towards the future. It is a good practice to review the rates annually and the last time the city approved an increase was 2019.

***Resolution No. 2022-27***

**Member Hoffman introduced the following resolution and moved its adoption**:

The Bertha City Council authorizes the increase in water/sewer rates bi-monthly as follows:

 ***Base rate for Water $20.00***

 ***Base rate for Sewer $40.00***

 ***For consumption of water usage per thousand gallons from $3.25 to $3.50***

 ***For sewer per thousand gallons of water used will increase from $10.35 to $10.50***

 ***Public Authority – Irrigation usage will increase to $2.00 per thousand***

 ***Late Fee will increase to $20.00 if not received before the 15th of the due month.***

***The new rate will go into effect on the last billing of 2022 and continue until repealed. Member Winkler seconded the foregoing resolution and the following vote was recorded. Ayes: All members present. Whereupon the Acting Mayor declared this resolution duly passed and adopted.***

***9. Committee Reports***

 ***A.*** Resolution 2022-37 Approving Full Time Public Works Employee- Brian Wegscheid was approved for this position last month but when offered the position he declined the offer. Acting Mayor recommended the newly appointed person would receive $20.00 and Mr. Lind (temporary trainer) would help train him in the first 3 months. It was the consensus of the council to pay them equal pay. Motion by Hoffman, seconded by Captain to approve Resolution 2022-37 to offer the vacant Public Works Supervisor position to Jordan Maland. Mr. Maland training wage would be $20.00 per hour and will be reviewed at the end of 3 months. He will then be evaluated and will be focus on the employee’s ability to perform the job duties listed on job description. Once his job performance is approved his wages will increase to $22.00 per hour. The effective date of hire would be July 12, 2022. He would be on probation for six months.

**B. Full-Time Daytime EMT - the** job description was reviewed and discussed in length and how this position would be funded. This position was posted on Indeed but not in our local official newspaper. This job ad will be posted this coming week in the Independent News Herald. One suggestion was presented- having a meeting with the townships and informing them about increasing the annual per person fee that the city currently charges $2.00 per person would be increased to possibly $8.00. Some concerns about what this new position would do 40 hours per week. A motion was made by Acting Mayor Nelson, seconded by Member Captain to create a temporary daytime EMT/Gen City Employee for 6 months. All applications will be given to City Clerk. Pay at $15.00 per hour with benefits. All documentation for work completed at the end of six months would be reviewed by the city council to determine if this position is feasibility. The current temporary daytime EMT position at $12.00 per hour would be eliminated. If this employee would need time off the fill in EMT would only receive regular daytime on call pay. Carried.

**10. Correspondence/Meeting/Conference**

 **A. Thein Well – Annual Inspection –**A copy was given to each member of the council to review. The inspection reported that all pumps and wells appeared to be operating within normal limits.

 **B. 2021 TIF Report –** Jason Murray (David Drown Associates) completed the City’s 2021 TIF Report and submitted to the State’s Auditor’s Office. A copy of the report was included in the council packet for each member to review.

 **C. Loss Control Survey Conducted by LMC –** The purpose of the LMC was to review past suggestions and gain an understanding how the city utilize league services, as well as to understand our current operations including our safety culture and loss controls in place. The Loss Control Consultant included loss control recommendations for the council to help assist their risk management efforts.

 ***D. National Night Out –*** The fire department and ambulance service will acknowledge this night again which is on August 2nd.

***11. Adjournment***

There was no further business to come before the City Council. Member Winkler moved; Member Hoffman seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 8:31 p.m. Carried.