

CITY OF BERTHA
**REGULAR MEETING OF THE CITY OF BERTHA
HELD AT THE BERTHA COMMUNITY CENTER
MONDAY, MARCH 11, 2013**

Members Present: Mayor Klebs, Council Members Zimmerman, Olson, Liemandt and Valley
Staff Present: Clerk Umland, Public Works Templin and Police Berndt
Guest Present:Carolynn Bisel, Ray Stach, Gerald Berndt, Marv Stokes, Mitch Messer, Pete Wallner, Joeb Oyster, Steve Peterson, Gary Kleen and Russ Vandenheuvel

Declaring a quorum present Mayor Klebs called the meeting to order at 7:00 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.

Mayor Klebs asked for approval of the agenda as presented. On a motion by Valley, seconded by Zimmerman to approve the agenda which included the following items: With all members present voting in favor, with Member Liemandt abstaining due to conflict of interest. Member Liemandt abstained due to check # 13322.

- A. The following correction was requested to the March 11, 2013, Regular City Council Meeting minutes:
Page 2, 6D. Public Works Report – The Public Works Committee will meet with Adam about hiring a new part-time person **to replace Shaun Nelson**. The City Council requested that the highlighted part be deleted, “to replace Shaun Nelson”.
- B. Approval of February Disbursements and Authorized Issuance accordance with list provided.
- C. Reviewed bank correspondence - Investments & Banks Statement
- D. Resolution 2013-10 accepting \$500.00 for Bear Country Days for youth activities from Mn Power and Light.
- E. Approved a rental agreement with an inflatable company for Bertha Country Days to provide entertainment for the youth. The council discussed the importance in promoting and maintaining a popular festival to help foster the idea of a vibrant community.
- F. Ordinance No. 16 – Second Series amending Chapter 3 of the City of Bertha Code of Ordinance to add section 322 Prohibiting Private Wells for domestic use on properties within the city water system. The City Council of the City of Bertha finds that it is necessary, to protect the integrity of the city water utility and to ensure adequate water supplies to meet the health, safety and welfare needs of the residents. The ordinance by title and summary will be published in the Independent News Herald in the March 19th issue.
- G. Approved Resolution No. 2013-11 establishing a rate of \$1.50/per thousand for irrigation for a public authority(school) effective with the July 1, 2013, billing.
- H. Reviewed the correspondence from Todd County Board approving the request from the City of Bertha to move forward to raze the tax forfeited structure at 206 Main St E. (Parcel # 29-0007900) for a department training site for a control burn drill and clean up the lot.

4. Public Comment

No one was in attendance to address the council.

5. Consider Business Items

- A. Job Oyster, Moore Engineering Inc., was present to submit the bill from Eagle Construction.

Approval of Pay Request #13 includes the following payment:

Partial Payment #5 in the amount of \$17,100.00 to Eagle Construction Inc., for electrical work was moved by Zimmerman, seconded by Liemandt contingent upon USDA signing. Carried.

Mr. Oyster was questioned on the problems concerning drainage from a few residents. Mr. Oyster informed them that he will deal with the issue this summer.

- B. Second Chance Boutique – did not submit a drawing for an awning that they are interested in installing on their business.
- C. 2013 Insurance Package – Mr. Steve Peterson, representative for LMC Trust Insurance, answered questions concerning the insurance package prior to the consent agenda so he could attend another meeting that night. The council reviewed a copy of the City's annual insurance coverage and premiums for worker's compensation and general liability. Council discussed possibly raising the deductible to lower the premium. Following further discussion, Council Member Valley moved to pay the quotes of \$11,059.00 for general insurance package and 11,199.00 for the workers compensation package with a \$250.00 deductible, seconded by Council Member Olson. Motion adopted unanimously.
- D. Street Lights Agreement – The council agreed to give the Larson's until March 21st to make the annual payment of \$600.00. If payment is not received the city will have the street lights removed from the poles by Minnesota Power. If they request installation before 12 months there will be a charge. To remove them at the present time there is no charge. Clerk Umland will send a priority letter to inform them.
- E. Wadena Area Amateur Radio Club- Clerk Umland informed the council that she was contacted by Mr. Don Snorek that an agreement has been drawn up for the placement of an antenna on the water tower. The club members were meeting on March 13, 2013 to review the agreement and will present it to the council next month.

6. Communications Report

- A. Reviewed the enterprise reports
- B. Approved the appointment of Bobby Freyholtz to the Bertha Volunteer Fire Department. Chief Wallner informed the council on the status of the fire truck. Motion by Zimmerman, seconded by Member Liemandt to approve the appointment of Freyholtz as a volunteer fire fighter to the department. Motion carried 5-0.

Gary Kleen and Russ Vandenheuvel representing the Bertha Volunteer Ambulance service presented to the council a proposal for a wage increase for the volunteer EMT. Motion by Zimmerman, seconded by Member Olson to approve the following salary increase for EMT and authorizing participation in the PERA Defined Contribution Plan for ambulance personnel: Call Time/Day Shift - \$1.00, Call Time-Night/wk-end - \$2.00, Call Time-Holiday-\$3.00, Run-Daytime-\$40.00, Run –night/wk-end-\$30.00, Training/Meeting-\$10.00/per hour, Retention Bonus/Refresher pass-\$500.00, Sign-on Bonus after 1 year service - \$250.00, and participation in PERA/city Contribution (7.5%) is optional to volunteer. Motion carried with

Valley abstaining due to conflict of interest. The last salary increase was in 2005 and some members are reaching retirement age and the hours of commitment are making it difficult to get new recruits. The department felt they needed additional incentives to maintain enough active members on the roster.

- C. **Law Enforcement** – Police Berndt presented the February activity report which included: *12-citizen calls, 3-citations, 8-warnings, 1-public assist, 5-agencies assists, 1-alarm and 2-vehicle unlock.* Mr. Berndt informed the council that he received one nuisance complaint concerning two properties located at 215 2nd Ave NW and 220 Main St W. He approached the council and wanted their opinion with what steps to take. There was a lengthy discussion about these parcels and other residents in the city. The council felt to be fair there should be ride-around the whole town and identify other properties that aren't in compliance. It was suggested then to inform the owners and explained what has to be done to clean their parcels up. This has to be a team effort to get the town cleaned up. The council will urge residents to help their neighbors to keep their lawns mowed and property free from garbage. It was suggested to send a letter notifying the owner and giving them a date to be in compliance. Mr. Berndt will work with the property owner to start the process in cleaning up his two parcels.
- D. **Public Works Report** - The council reviewed the February monthly report from Mr. Templin. The council briefly discussed the snow removal policy for the city. **MOTION** by Zimmerman, seconded by Member Valley to approve the purchase of a tool box, seat covers and extra lights for the new pickup not to exceed \$900.00. Carried. The council discussed the need to hire a part-time person to help relieve Mr. Templin working on holidays and every week-end. **Motion** by Zimmerman, seconded by Member Olson to approve hiring Luke Mitchell as a part-time maintenance worker at \$10.00 per hour on casual on-call basis with Mr. Templin making the decision when needed. Carried. He will be evaluated after six months of employment.
- E. **Clerk's Report – No Comments**

7. Committee Report –

A. **Personnel** – No update from the worker compensation insurance on the status of the injured firefighter.

8. Meeting/Conference/Correspondence

A. Quote from LMC to update existing city code – brief discussion on the expense to hire a firm to review our current city code. It was suggested to use templates off the internet.

B. Clerk's Conference – Clerk Umland will be attending the conference next week in St. Cloud.

C. Loss & Control Workshop in Alexandria – reminded the council to attend on March 27.

9. Adjournment

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