***CITY OF BERTHA***

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

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

***November 8, 2021***

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

***Staff Present:*** Clerk Umland & Chase Graba

***Guest Present:*** Pete Wallner, Brenda Roberts, Trinity Gruenberg, Chad Kilbury, Russ Vandenheuvel

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

***Public Hearings: None***

***4. Communications Reports:***

***A. Review the enterprise reports for October – No comments***

***B. Public Safety Reports -*** Chief Wallner stated a grant was awarded to the department to purchase some boots. A FEMA grant was submitted for turn-out gear. The council was provided with information on a grass rig that is up for bids. The unit is a 2011 Ford F-450 Crew Cab Brush Truck with a 500 gallon water tank with only 5,620 miles. The department put an offer of $48,000.00 on the rig from Alamo Rural Fire Protection District which will close tonight. Mr. Wallner was asking permission from the council to allow the purchase of this vehicle if the seller accepts the price submitted. Mr. Wallner stated that there are funds available each year $9,100.00 is committed for vehicles. Captain/Winkler moved and it was unanimously carried to authorize the fire department to purchase the 2011 Ford F-450 Crew Cab Brush Truck if seller accepts the offer of $48,000.00. Hoffman abstained. Council questioned him what the department had in mind for the current grass rig. A brief discussion on purchasing turnout gear and the department is looking at several different companies.

Director Vandenheuvel gave a brief report on his department stating that a grant was submitted to purchase a new life pak for the department. Member Winkler questioned why the EMT s didn’t get $500.00 reimbursement for recertification. She stated there is a sign up in the ambulance office about the bonus pay when getting recertified. This was tabled to next meeting. It was suggested that the department have a handbook. Mr. Vandenheuvel provided the council with a letter of resignation effective 12-31-2021. He has been responding to emergency calls since 09-01-89. With regrets, on a motion by Member Nelson, seconded by Member Captain accepted the resignation of Russ Vandenheuvel with many thanks for his years of service on the ambulance department. Winkler & Hoffman abstained. The personnel committee will be meeting with volunteers and Tri-County Ambulance Service about the future of the current service to avoid losing this service.

**C. Law Enforcement Report –** Todd County Sheriff Department provided the council with the October activity report which summarizes the 19 calls received in their department in October: 2-alarms, 1-damage to property, 1-gas drive off, 4-public assist, 1-suspicious person, 1 traffic stop, 4-welfare checks and 5 misc. calls. The two year law enforcement agreement has expired. Hopefully, at the next meeting a new agreement will be approved.

D. **Public Works Report –** His October work included: passed his Class D wastewater license, fall discharge was completed, flushing hydrants, rebuilt a hydrant, and interviewed two applicants for maintenance position, supervised installation of service line at the school, installation of TV at the Community Center,installation of new shop heater, and replaced a manhole frame.

***Topics of Discussion***

1. New Refrigerator for public works office –provided two estimates – council tabled until next meeting to get quotes on smaller one.
2. Sewer Testing Equipment –Member Nelson, seconded Member Hoffman approving the purchase of new tester for sewer samples from Hach Company for $2,576.82. Carried.

***E. Clerk’s Overview –*** for informational purpose only

***5. Unscheduled Public Appearance:***

Chad Kilbury – 104 Main St. East – concerns about the city maintenance department not picking up branches. Kilbury was not happy with the inappropriate text messages exchange sighting Graba’s unprofessionalism , with Graba’s asking Kilbury to show some initiative to mow his lawn than he would pick up the branches. Kilbury was filming him on the street. He stated that he was informed he would do elderly or disabled but didn’t get around to it.

***6. Consider the Consent Agenda – action required***

***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 Olson asked if there were any additions, deletions, or corrections to be made to the Consent Agenda. Motion by Member Nelson, seconded Member Winkler to accept the consent agenda as presented with Item F (2022 ambulance service fees) removed. Carried. The consent agenda included the following:

1. Approval of the October 11, 2021 Regular City Council Minutes
2. Approval of the October Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments plus November Checks Nos. 18878-18886 in the amount of $5,567.29.
3. Review Bank Correspondence –Bank Statement & Investment Report
4. Approved the following liquor/tobacco licenses for 2022 contingent upon receiving the necessary paper work.
5. 2022-01-Long Pines Bar & Restaurant –On/Off Sales Intoxicating Liquor & Sunday Liquor
6. 2022-01-Nell’s Floral, Gift & Groceries –Retail Sales of Cigarette and Other Tobacco Products
7. 2022-02- Seven Oaks Express – Retail Sales of Cigarette & Other Tobacco Products
8. Approved Site Plan/Building Permit to construct 52X76 Childcare Facility for Bertha-Hewitt School on Auditor’s plat of NW4 NW4

Building Permit 2021-06 for a ramp at 408 2nd Ave NW-this was constructed prior to filling out an application

1. 2022 Ambulance Service Agreement Amounts – Removed
2. Consideration of adopting Resolution 2021-38 accepting a donation of $2,300.00 from Minnesota Power Foundation for Personal Protective Equipment.
3. Resolution 2021-37-The council reviewed the annual population and household estimate as provided by the MN State Demographer. There was no objection to the estimate. The estimate will be used for the purpose of determining state government aid program.

***7. Consider Business Items***

***A.*** Nuisance Properties – No report from the county

**B.** Broadband Communication- Member Hoffman gave an update on the status of the broadband meeting that is held at the Community Center every Friday. Northwestern Todd County cities and townships are in the process of forming a coalition to spur local broadband improvements that meet current and future goals. Blandin Foundation is offering to help with improving broadband access along with Region 5, Initiative Foundation and Sourcewell. The committee is trying to get the Bertha-Hewitt School on board.

***C. Increase the Pension Benefit Level for the Relief Association-***The Bertha Fire Department’s Relief Association held a meeting last month in order to discuss the pension benefit that provides pensions to those firefighters serving 10 or more years on the fire department. After discussion and analysis provided by Keith Porter, the Bertha Relief Association Treasurer Zach Johnson agreed to recommend to Council an increase of up to $400.00 per year of service effective January 1, 2022. This increase will not require a City contribution at this time. The current lump sum benefit is $1,900.00. A motion was made by Member Nelson and seconded by Member Winkler to approve Resolution 2021-36 to increase the pension payment from $1,900 per year of service to $2,300 per year of service. The motion carried with Hoffman abstaining.

***D. Consider awarding the annual sewer cleaning job to Johnson Jet-Line Inc.-***The City Council elected to put in place for another five years (2022-2026) a preventative maintenance program by which the city would clean or televise parts of the sanitary sewer each on an ongoing basis. Motion by Member Hoffman seconded by Member Nelson to accept the 5 year sanitary sewer maintenance program to clean or televise for approximately 4,300 feet per year @ .80/feet plus mobilization charge of $400.00. Carried.

***8. Hiring of Fulltime Public Works Maintenance Worker-*** was tabled

***9. Correspondence/Meeting/Conference***

***A. Small Cities Development-***the mayors from both cities need to sign the grant contract agreement. I am waiting for the City of Hewitt to return the signed agreement.

**B.** The council was provided with two resolutions for 2022 appointing and designating the annual appointments and the schedule of fees. This is the time for council to make changes prior to approving them in January. There was a brief discussion about renting the meeting room at the Lion’s building.

**C. Mayer, Porter, Nelson & LTD –** After much deliberation, the firm has decided to no longer perform governmental audits. So the city clerk will bring suggestions back to the December meeting.

***D. Opening Meeting Law Violations –*** Trinity provided a letter to the council stating that the council broke the open meeting law on September 24th. She learned of a quorum of council members meeting that was not posted. Member Olson, Nelson and Winkler were present with two ambulance volunteers to discuss a complaint on one volunteer. The city received a letter detailing the statute 13D outlining the purpose of the OML, gatherings covered by the OML, as well as civil fines and remedies. She advised them the meeting should have been adjourned.

***10. Adjournment***

There was no further business to come before the City Council. Member Nelson moved; Member Captain seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 8:15 p.m. Carried.