***CITY OF BERTHA***

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

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

***MONDAY, SEPTEMBER 14, 2015***

***Members Present:*** Mayor Zimmerman, Councilmembers Olson, Hoemberg and Nelson

***Members Absent:*** Councilmember Bowman

***Staff Present:*** Clerk Umland, Public Works Templin & Police Berndt

***Guest Present:*** Carolynn Bisel, Marv Stokes, Pete Wallner, Eric Koep, Taylor Shamp, Joann Collins, Dean Klebs, Randy Chock, Barb Mares, Genny and Michael Bruder.

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

***3. Public Comment***

Mr. Klebs – 108 2nd Ave South - questioned the council if the clerk’s hours will be reduce since the city does no longer have the municipal liquor store. Mayor Zimmerman stated that prior to the first of the year this issue will be addressed.

**Bertha Hewitt School – Eric Koep & Taylor Shamp**

Taylor Shamp – addressed the council on behalf of the Bertha-Hewitt School National Honor Society and the Student Council. Shamp explained about the upcoming event, “Day of Caring 2015". No date has been set but the public is encouraged to contact the school to sign up for projects they want done by the students.

Eric Koep – addressed the council on the upcoming election and explained the 2015 operating referendum for the Bertha-Hewitt School District. This referendum will revoke the last year of the existing referendum and replace it with a $760 per pupil that will last 10 years with the state paying 2/3 of the increase. He clarified some of the questions that residents asked.

***4. Communication Reports***

***A. Enterprise Report –*** Review the reports for August

***B. Fire/Ambulance Reports –*** Chief Wallner stated he received the current report on ISO from the state today. Clerk Umland was asked to get a new updated letter stating all the townships and the percentage that the fire department serves.

***C. Law Enforcement –*** Mr. Berndt presented the council with his August activity report. The monthly report showed the following violations for Bertha as follows; 14-citizen calls, 11-citations, 5-warnings, 2 – public assists, 7-assist other agencies and 1 alarm. Mr. Berndt informed the council that he will be picking up the new squad car from Hibbing this week. ***Motion*** by Member Olson, seconded by Hoemberg approving the addition of the City Hewitt to the police service agreement between the City of Eagle and Bertha on a three month trial basis and not to exceed $500.00 per month. Carried. Mr. Berndt informed the council that the proceeds from the ATV must be used for drug enforcement. The consensus of the council is advertise for bids and the city could place a sealed bid for the ATV. Clerk Umland will place an ad in the paper once she receives all the information from Mr. Berndt. There was a brief discussion on what percentage of administration fines Hewitt should receive.

There was a brief discussion on the progress at the Gerald Berndt residence. Motion by Hoemberg, seconded by Olson approving an extension to Gerald Berndt on his cleanup project at his resident. He was granted an extension until the first of the year which at that time the council will review the progress that is made. Carried. The council approved the extension noting that he has made a good effort to clean up his property. At this time, the project has been put on hold until more money is available. Mr. Gerald Berndt is hoping to move a shed in to store some of his equipment. A permit will not be issued until an inspection of the shed is done by council.

***D. Public Works Report -*** Council reviewed the August Public Works maintenance activity report submitted by Mr. Templin. Some of the highlights on his report included;

Noted that Mr. Ashbaugh was working out very well.

Ideal Construction paved the problem streets by the housing units and a few minor problem areas in the city. They also replaced the culvert at 302 1st SE.

Repaired a tire on the street sweeper and swept some streets.

Brent Lenz is still working on getting the floor scrubber fixed.

The council suggested maintaining the playground area better, especially raking the mulch.

Next item of business was a discussion about getting some new picnic tables. Mr. Templin noted the ones they already have are not worth repairing because of rotted wood. There were several options that were discussed.

1. Bertha-Hewitt shop students construct them for a project at approximately $200.00 each.
2. Purchase them from Line Lumber for $99.00 but might not be durable enough.
3. Todd County Sentence –To-Serve to construct them during the winter when they are unable to work outside. They would construct them free and the city would purchase the lumber. Clerk Umland will contact Lee and see if they would build them on sight (Bertha shop) or at their shop in Eagle Bend.

5. ***Consider Business Items***

1. ***Street Project – No discussion- At this time the city council decided to close the preliminary study done by WSN.***
2. ***Resolution 2015-18***

Councilmember Nelson introduced the following resolution and moved for its adoption:

***A Resolution Adopting the Preliminary 2016 Budget and Proposed 2015 Tax Levy for Taxes Collectible 2016.***

**BE IT RESOLVED,** by the City Council of the City of Bertha, County of Todd, Minnesota that the following sum of money is levied for the current year, collectible in 2016, upon the taxable property in the City of Bertha, for the following purposes:

**General $72,000.00**

**Fire Levy $ 8,750.00**

**Street Improvements $60,000.00**

**Ambulance $ 1,000.00**

***Total $141,750.00***

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Todd County, Minnesota.

Adopted and passed this 14th day of September, 2015.

Member Hoemberg seconded the foregoing motion and passed unanimously.

1. ***Resolution 2015-23 revising the water/sewer rates***

Clerk Umland, utilizing the MN Rural Worksheet available from MRWA, allowed for budget and project cost figures to be input and configured into a projected rate. It is important to review the rates on an annual basis to keep up with inflation.

Councilmember Nelson introduced the following resolution and moved for its adoption:

***Resolution 2015-23***

***A Resolution Revising change in Municipal Rates for Water/Sewer Enterprise Funds***

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

***Base rate for water will increase to $13.00 bi-monthly***

***Base rate for sewer will increase to $27.00 bi-monthly***

***For consumption of water usage per thousand gallon no rate increase***

***For sewer per thousand gallons of water used will increase to $9.85***

***Late Fee will remain at $15.00 if not received before the 15th of the month***

***The new rate will become effective on the first billing of 2016 and continue until repealed.***

Member Hoemberg seconded the foregoing Resolution and the following vote was recorded: Ayes: Zimmerman, Olson, Hoemberg and Nelson. Bowman absent. Whereupon the Mayor declared this resolution duly passed and adopted.

1. ***Prairie Sanitary – rate increase***

Mike and Genny Bruder of Prairie Sanitary addressed the council on the issue of trash removal within the City of Bertha and explained that the rates will increase by $1.50 per month due to the increase fees from the county. The last rate increase was in 2011. The new increase will take effect October 1, 2015.

***6. Review and Adopt the Consent Agenda***

***Note:*** The Consent Agenda listed 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 moved to an appropriate section of the regular agenda for discussion.

Mayor Zimmerman asked if there were any additions, deletions or corrections to be made to the Consent Agenda. Nelson moved, Olson seconded, to approve the Consent Agenda as presented, with all members voting in favor. The following agenda items included the following:

1. Approval of August 10, 2015, Regular Council Minutes
2. Approval of August Disbursements & Authorize Issuance in accordance with the list provided included all electronic payments
3. Review bank correspondence – Investments & Bank Statement
4. Approved Issuance of a LG220 Lawful Gambling Exempt Permit, by the State Gambling Control Board, to Bertha- Hewitt Sports Boosters, for use on December 21, 2015, for a raffle, at the Bertha Community Center and waives the 30-day waiting period, and authorize and direct the city clerk to complete and sign the application on behalf of the City of Bertha.
5. Certify Delinquent Utility Bill to Taxes – Clerk Umland presented Resolution 2015-24 to be certified to Todd County for taxes on the following parcel:

***104 Cherry Street 29-0020800 Kevin Valley $92.30***

If paid prior to December 1, 2015, the assessment will be removed from the certification.

1. Shaun Nelson Resignation Letter – Public Works employee, Shaun Nelson, has submitted his resignation effective 08/10/2015.
2. Approved the 2016 Site Use Agreement with LSS for the Senior Nutrition Program with an annual fee of $97.00, to help offset the costs of operation. Authorize the City Clerk to sign on behalf of the City of Bertha.
3. The council was presented with a request from Todd Wadena Community Corrections to help fund the year 2016 “Community Concern for Youth Program”. The amount being requested from the City of Bertha is $233.00 which is an increase of $7.00 over the previous year.

***7. Committee Reports***

***A.*** Personnel Policy – Mayor Zimmerman asked the council to review the draft copy of the personnel policy for the October meeting.

**B.** A motion was made by Hoemberg and seconded by Olson to approve the hiring of part- time public works employee Ken Ashbaugh at $10.00 per hour. The motion carried without a dissenting vote.

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

***A. Central MN Decision Maker Symposium –*** just a reminder

**B. NJPA –** Clerk Umland informed the council that she will be attending.

**C. Regional Meeting** on October 21st – Clerk Umland reminded the council to contact her if interested in attending.

**D. Todd County Soil & Water Annual Enviro-Fest**. The council received a copy of a letter in their agenda package from Shannon Wettstein. In her letter, she explained the annual fest and was seeking support for the program through donations. Mr. Templin will do presentations during the enviro-fest for the city contribution instead of a donation.

**E. MN Department of Human Service –** information letter informing the council that the Bertha-Hewitt School applied for a license to provide day care for 25 children.

***9. Adjournment***

There was no further business to come before the City Council, Council Member Nelson moved; Member Olson seconded the motion to adjourn. With all members in favor motion was carried. The meeting adjourned at 7:55 p.m.