***City of Bertha***

***Regular Meeting of the City of Bertha***

***Held at the Bertha Community Center***

***December 9, 2019***

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

**Staff Present:** Clerk Umland and Public Works Templin

***Guest Present:*** Russ Vandenheuvel, Pete Wallner, Karen Winkler, Brenda Roberts & Josh Winters.

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

***3. Unscheduled Public Appearance:***

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.

There were no citizen concerns at this time.

***4. Communications Reports***

***A. Review the enterprise reports for November –*** no questions

**B. Fire/Ambulance Reports –** Mr. Vandenheuvel presented the council with the 4th quarter ambulance statistics report. The Bertha Ambulance Service is in the process of preparing plans and specifications for the purchase of a new ambulance. The current ambulance is a 2011 unit with approximately 62,000 miles. The council authorized several months ago for the committee to prepare plans and specifications for the purchase of a new unit. They are hoping to have it delivered by July 2020 in time for summer festival.

Chief Wallner informed the council they are still some mechanical issues with one of the trucks.

***Approve increase in Fireman’s Relief Pension Fund-***The Bertha Firefighters’ Relief Association is the administer of a single employer defined benefit pension plan available to firefighters, which operates under the provision of Minnesota state statute. It is governed by a board of officers elected by members of the department. The majority of the pension funding comes from the State of Minnesota’s 2% premium tax. The city receives this and is required to pass it on to the association. Benefits are payable in a lump sum based on years of service, with the current benefit of $1,500.00 per year of service. Based on latest actuarial, a copy of which was provided to the council , the Board of Trustees recently voted to increase the benefit level to $1,900 per year of service effective January 1, 2020. The city council has reviewed the actuarial and supports the Board’s action. A motion was made by Member D. Nelson to adopt Resolution No. 2019-39, A Resolution Opting to Increase the annual lump sum benefit for firefighters who are vested in the retirement plan. The motion was seconded by Member Captain and carried. Member Bowman abstained. Mayor Nelson requested that Mr. Wallner allow either the clerk, public works department or mayor to access to the fire hall since the building is city owned.

**C. Law Enforcement –** Todd County Sheriff Department provided a November activity report that summarizes the calls received in his department during the month. The monthly report showed the following violations for Bertha: 1-alarm, 1-criminal sexual complaint, 1-fraud, 2-gas drive-offs, 2- suspicious activities, 6-traffic violations and 22 misc. law enforcement calls. Mayor Nelson requested that the Sheriff Department enforce the sidewalk ordinance. He would like the kids to use sidewalks on their way to school.

**D. Public Works Report; Mr**. Templin is working with MPCA to be in compliance with their regulations. MPCA audit shows we need to do an equipment upgrade and possibly purchase new equipment for sampling continue to fix areas that is letting clean water enter the sewer system. Computer upgrades will cost around $5,000. and wiring to the sampler, as needed. It could cost possibly up to $10,000.00 for upgrades and hoping the existing sampler can be retrofitted. Mr. Templin was asked to have a more precise cost for the January meeting. The city has not received a reply from Wagner Construction on the mistake made during the construction of 2012. The council consensus was to discuss this with the city attorney on a conference call possibly have him send a letter to the engineer firm and make them reliable. Mr. Wallner was dissatisfied how the end of the driveway was done on his rental unit. Ideal Construction will be back in spring to correct problems.

***E. Clerk’s Review-*** for review of the monthly agenda

**5.**  **Consider Business Items**

**A. 2019 Final Tax Levy & 2020 Budget Adoption – Member Bowman introduced the following resolution and moved for its adoption:**

**Resolution 2019-24**

**Certifying the 2020 Final Budget & 2019 Final Tax Levy for Taxes**

**Collectible in 2020**

**BE IT FURTHER RESOLVED that** the proposed levy for the City of Bertha for 2019 and for collection in 2020 is as follows:

General $ 81,800.00

Fire $ 9,500.00

Ambulance $ 1,000.00

Street Improvements $ 40,000.00

Total $ 132,300.00

The final budget for the City of Bertha 2020 was approved with the expenditures to different funds allocated in the following ways;

General $ 317,500.00

Fire $ 50,400.00

Revolving $ 100.00

Water $ 146,000.00

Sewer $ 151,175.00

Ambulance $ 113,550.00

**Total $ 778,725.00**

*The City Clerk is hereby instructed to transmit a certified copy of this resolution to the auditor of Todd County, Minnesota. Member D. Nelson seconded the foregoing motion and passed unanimously.*

***6. Consider Consent Agenda – Action required***

***A. 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, deletions, or corrections to be made to the Consent Agenda. Motion by D. Nelson, seconded by Member Bowman to approve the consent agenda as presented. Carried. The consent agenda included the following items:

1. Approved of the November 12, 2019 Regular Council Minutes
2. Approval of the November Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments plus 4th quarter ambulance payroll and all annual payroll.
3. Review Bank Correspondence – Bank Statement & Investment Report
4. Consider approving the Site Use Agreement between the City of Bertha and Lutheran Social Services for the use of the kitchen facilities at the Bertha Community Center at $88.00.
5. To approve 2020 liquor license renewal for Long Pine Bar & Restaurant – The establishment are applying to renew their intoxicating Liquor and Sunday Sales license for 2020 subject to submission of all required information, fees and updated background investigation by Sheriff Department.
6. Approve tobacco license renewals for the following establishments for the period of January 1, 2020 until December 31, 2020, pending receipt and acceptance of all application materials, as recommended.

Nell’s Floral, Gift & Groceries 2020-01 305 Main Street W

Seven Oaks Express 2020-02 316 Main Street W

1. Approved Resolution 2019-41 committing specific revenue sources and confirming restrictions for specified purposes - those committed amounts cannot be used for any other purposes unless the City remove or changes the specified use by taking the same type of action it employed to previously commit those amounts.
2. Approved 2020 Ambulance Service Agreement with the area townships/cities that they serve for a total of $7,032.00.
3. Approving the addition of Tyler Hoffman to the fire department roster
4. Approve Resolution 2019-42 authorizing the write-off of uncollectible ambulance bills for collection to Minnesota Recapture Recovery Program & collection bureau as stated on the resolution and direct the city clerk to remove the account from active receivables of the City of Bertha, said accounts being detailed in the officials’ files of the City. Expert T Billing has determined the accounts shown on the resolution are uncollectible.

***7. Committee Report***

***A.*** Resolution 2019-40 setting the salary for 2020 has been tabled until the January meeting to research insurance package for the employees.

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

***A.*** 2020 Insurance Coverage Changes – The Board of Trustees from the LMC Trust Fund provides cities each year a review to ensure it responds to the unique exposures faced by Minnesota’s cities which includes changes to property/casualty and workers’ compensation coverage.

The council was provided with information from LMC on the 2019 dividend that was distributed for this year.

**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 present in favor, motion was carried. The meeting adjourned at 7:40 p.m. Carried.