***CITY OF BERTHA***

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

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

***December 13, 2021***

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

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

***Guest Present:*** Brian Thorstad(Todd County Deputy), Trinity Gruenberg, Beth Schultz, Brian Yates, Amanda Hansen, Russ Vandenheuvel, Brenda Roberts, Marv Stokes, Pete Wallner, Charles Harlow, Leona Wiese and Nathan Moore.

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

***3. Public Hearings -*** None

***4. Communications Reports:***

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

 ***B. Public Safety Report-***He informed the council that the new grass rig was received and some minor alternations will be done and the vehicle will be in service by the middle of January. Mr. Wallner provided the council with information on organizations that conduct lawful gambling within the City to contribute a portion of their net profits. A city can by ordinance require organizations to contribute up to 10% per year of their net profits derived from lawful gambling to fund administered by the city. A report must be submitted to the State Gambling Board by March 15th each year. The city must only disburse the funds for charitable contributions. The city must establish a fund and disburse the proceeds of that fund to a city department for lawful purposes. The council instructed him to contact the Trail Association and the establishments letting them know about this matter. Mr. Vandenheuvel informed the council that the service passed the state inspection and were impressed by the vehicle. Mr. Vandenheuvel offered his services until the end of February. He provided them with different options that the service could go with. They could try and run the service as they are an agreement with an area service for provide day time calls, contract the service to another agency or relinquish the license and run as a first responder service. This is a crucial time for all ambulance service to try and be fully staff. The service area map must be corrected. The department is trying to recruit new EMT or EMR to staff the service. The state law requires that one EMT must be staff on each call along with an EMR. A suggestion was to hold an open house to make the community aware of the national shortage of volunteer EMT. Motion by Nelson, seconded by Winkler to keep Mr. Vandenheuvel on as the director on an interim basis until the end of February. Carried Members Hoffman and Winkler will provide the council with suggestions for wages for the volunteers at next meeting. The main goal is to keep the ambulance service locally.

 ***C. Law Enforcement Report-*** Todd County Sheriff Department provided the council with the November activity report which summarizes the 26 calls received in their department in November: 1-assist other agency, 1-death investigation , 2 animal complaints, 1 – public assist, 12-traffic stops, 1 worthless check and 8 miscellaneous. A deputy was in attendance at the meeting.

 ***D. Public Works Report –*** His November report included: got equipment ready for snow removal, picnic tables put in storage extended the culvert on the pond road, hanging of Christmas ornaments and completed 2021-2022 NPSES Permit Compliance summary. He provided the council with information on a new water heater. The council informed him to check at the local lumber store. Member Hoffman suggested there are rebates available through Minnesota Power & Light for a purchase new water heater.

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

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

No one appeared to address the council.

***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 Captain, seconded by Member Hoffman to accept the consent agenda as presented. Carried. The consent agenda included the following:

1. Approval of the November 8, 2021 Regular City Council Minutes
2. Approval of the November Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments plus December Checks Nos. 18934-18946 in the amount of$34,295.56. Check No. 18906 to Hillyard-void.
3. Review Bank Correspondence – Bank Statement & Investment Report
4. Approve Resolution 2021-40 LMC Liability Coverage Waiver to NOT WAIVE the monetary limits on municipal tort liability.
5. Sign the LMCIT Waiver Form with a check in the box indicating that the city does not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04.
6. Send the completed form to the city’s insurance representative Klein’s Insurance Agency, so they can forward it to the LMCIT underwriter.
7. Resolution 2021-41-Recertify an Assessment on Bertha Authority Water Improvement Project-due to the Bertha-Hewitt School ISD parcel combination request. Only three parcels had special assessments on them.
8. Resolution 2021-43 – Accepting the redistribution of unrequested **Coronavirus Local Fiscal Recovery Fund established under the American Rescue Plan Act.** After the deadline passed for local governments to request ARP funds, a portion of the State of Minnesota’s allocation of Local Recovery Funds remained un-requested. The state then re-distributed these remaining funds amongst eligible local governments who requested ARP funds. The city was allocated an additional $1,670.24 to be distributed in two payments.
9. Approve Resolution 2021-42 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 action.

**7. Consider Business Items**

 **A. Law Enforcement –** different issues that were resolved with the Todd County Sheriff. Requested that a deputy attend the monthly meeting. Discuss vehicles that are parked on the street after a snowstorm.

 **B. Broadband –** Member Hoffman discussed the status of broadband and that it has expanded to county-wide project. A postcard survey will be sent out shortly to all residents in the county.

 **C. Long Prairie Sanitation –** city council received a letter from Long Prairie Sanitation notifying of a garbage rate contract adjustment that will be going effect the first of the year due to county tipping fee increase. Motion by Winkler, seconded by Member Captain to accept the rate increase of $1.50 per cart for residential customers and commercial rate increases of 6-8%. Commercial rate increases will vary depending on size of container, frequency of pickups and weight of MSW generated. Carried.

 ***D. 2021 Final Tax Levy & 2022 Budget Adoption – Member Nelson introduced the following resolution and moved for its adoption:***

***Resolution 2021-29***

***Certifying the 2022 Final Budget & 2021 Final Tax Levy for Taxes***

***Collectible in 2022***

***Be It Further Resolved*** that the proposed levy for the City of Bertha for 2021 and for collection in 2022 is as follows:

 General $ 93,000.00

 Fire $ 9,400.00

 Ambulance $ 1,000.00

 Street Improvements $ 40,000.00

 **Total $143,400.00**

**The final budget for the City of Bertha 2022 was approved with the expenditures to different funds allocated in the following ways:**

General $ 382,000.00

 Fire $ 50,400.00

 Revolving $ 100.00

 Water $ 150,500.00

 Sewer $ 148,500.00

 Ambulance $ 126,230.00

 ***Total $ 857,730.00***

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

 ***E. 2021 audit seeking a new firm-***will be getting more information prior to signing an agreement.

***8. Committee Reports***

 ***A.*** Member Hoffman commented on new employee working prior to being approved. Motion by Nelson, seconded by Member Captain to approve hiring Ezra Shetler for the position of Public Maintenance Worker at $15.00 per hour. Carried.

 **B. A Resolution approving the salary for 2022-**was tabled until the committee does employee evaluation possibly next week. Tabled

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

*A. Small Cities Development –The Central Minnesota Housing Partnership will provide the council with different documents that need to approved and signed prior to releasing a fully executed grant contract that the city must provide to the state. The Central MN Housing Partnership administrator will provide the city with the correct forms for the January meeting.*

***B. Elected Leaders Institute –*** Information was provided for this training. To attend the advanced program council is encourage to do the foundational program that is offered on-line during January.

 **C. 2022 Redistrict - Council** received information on congressional and legislative redistricting that the state is in the process of changing. If there are any changes in precinct boundaries, the city clerk must post a notice of the changes in the city hall 56 days prior to the changes taking effect.

 **D. 2022 Insurance renewal –** Council was provided with information from LMC about premium rates and several coverage changes for the coming year. The property / casualty rates will decrease by an average of 1.5% for next year.

 **E. National League of Cities –** Correspondence from National League of Cities released a report on today’s cities dealing with trauma, challenges and solutions, which find that harassment, threats and violence directed at local elected officials are rising at alarming rates.

 **F. Tax Forfeit Property –** the deed has been recorded on the tax forfeited property (Parcel 29-0003201) that the city has acquired.

***Two business items of importance were received after the council packages were delivered.***

1. ***Application to install outdoor wood boiler at a resident - denied***

***Reason for denial – The Bertha City Code – Series 3 – Chapter 14.25 state no solid fuel-fire heating device designed and intended, and/or used for the purpose of heating the principal structure or another accessory structure on the premise shall be allowed to be installed within the city limits.*** The council didn’t want to set any precedence.

1. Credit Card – Clerk will contact the Small Cities Association to see what credit card they recommend for the city. Will bring more information to the January meeting – example of credit card use policy and procedures – credit card agreement (employee).

***10. Adjournment***

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