***CITY OF BERTHA***

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

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

***MONDAY, FEBRUARY 11, 2019***

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

***STAFF:*** Clerk Umland, Police Berndt and Public Works Templin

***GUEST:*** Roger Schahn, Pete Wallner, Russ Vandenheuvel, Lydia Hennagir, Brenda Roberts, Brian Yates, Karen Winkler and Marv Stokes.

***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.***

 ***No one address the council***

***4. Communication Reports***

 ***A.*** Reviewed the enterprise reports for January – no questions

 B***. Fire/Ambulance Reports*** –Mr. Wallner really did not have anything to report this month. He only stated that the Mutual Aid Agreement for Todd/Wadena Counties Fire Association has mutually agreed to increase the fire call fee to $500.00 per hour.

 Mr. Vandenheuvel stated that the current roster of volunteer EMTs have completed the refresher course that is required to maintain their license. Currently, three new prospective EMT are taking the rigorous training course, usually 140 hours of classroom time and field practice. Once the classroom course is completed they must pass a practical exam. ***The City Council acknowledges and accepts the Operational Round Up Grant from Todd-Wadena Electric to purchase a Binder-Lift for the ambulance department.***  Chief Vandenheuvel informed the council that the Ambulance Service was awarded a $550.00 grant (full requested amount). Karen Winkler gave a demonstration on using the Binder- Lift and stressed the importance of this equipment for the department to help minimize back injuries.

Brenda Roberts provided the council with information on new clothing for each member of the ambulance. Each set of clothing would consist of 7 items which would be provided to each member and would cost around $430.00 per set. The department would have to purchase 14 sets at the present time plus if the new recruits become active members would also get a new set. Lydia Hennagir suggested purchasing the clothing locally. The committee felt the quality of the items they purchased last time did not meet their standards and the company did not work with them. The council asked if they could bring next month another quote since they only had the one quote. The council questioned if they needed all seven items. Proceeds from the pancake feed would go towards the purchase of new clothing. One comment was that the volunteers shouldn’t wear them all the time and save them for special occasions. Another person questioned if they needed reflected jacket since they wear the reflected vest when on an emergency run.

 ***C. Law Enforcement –*** Mr. Berndt provided his January activity report to review and they had no comments. It was suggested that residents should adopt a fire hydrant. Mayor Nelson will check at the school and see if any organization would be interested in removing the snow around hydrants. The monthly report showed the following violations for Bertha: 11 citizen calls, 8-citations, 33-warnings, 2 –public assists, 1-alarm and 2-vehicle unlocks.

 ***D. Public Works Report –*** Mr. Templin supplied the council with his January report to review and they had no comments. Most of the public works department time was spent on snow removal.

 ***E. Clerk’s Overview-***Mayor Nelson noted that Expert T Billing raised their rates by $1.00 per run due to rising costs associated with providing service to the department. This was the first rate increase in 3 years.

***5. Consider Business Items***

 ***A. Pond Easement Road –*** Mayor Nelson stated he had met with Steve Greenwaldt and had come to a verbal agreement on what to do to correct the erosion problem on the easement road. The two parties would split the cost of improvements. They came to a conclusion to purchase and install two cattle guards which are available in 10 or 15 feet . The cost of the 15 foot would be $1,800.00 each. The company is in the process of discontinuing the manufacturing of this product and has two left. The company is located in South Dakota where they would have to go and pick them up. It was suggested they should buy locally. There was a brief discussion on the process of installation. Mayor Nelson informed the council that a trailer would also have to be purchased to haul the lawnmowers to the ponds. Mayor Nelson was instructed to check with Harms Manufacturing to see if they would be able to provide the city with a comparable product at a comparable price. Motion by Member D. Nelson, seconded by Member Olson approving purchasing two cattle guards for the pond easement road to buy locally if the product and price would be comparable otherwise they could purchase the cattle guards from the North Dakota place. Carried.

 ***B.*** *Manhole Rehab-* Mr. Templin informed the council he has talked to another company about building a new top structure and would involve less excavating. Mr. Templin was asked to get quotes for the cost of repairing the street. The county has not notified the city if the Right of Way Use Permit Application was approved by the Todd County Commissioners.

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

 ***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, corrections, deletions to be made to the Consent Agenda. A motion was made by Member D. Nelson and seconded by Member Captain to approve the Consent Agenda as presented, with all members present voting in favor. The following agenda items include the following:

1. Approval of the January 14, 2019 Regular Council Minutes
2. Approval of the January Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments.
3. Review Bank Correspondence – Bank Statement & Investment Report
4. 2019 Sponsorship Schedule- Approved support to 2019 Promotion Schedule with Independent News Herald for $250.00. The Independent News Herald will offer full page recognition of 24 events by promoting the city with a small ad along with a free subscription.
5. Authorized the Mutual Aid Agreement between the counties of Todd and Wadena for fire protection . The mutual aid would share use of fire personnel and equipment. The only change in the agreement was the increase to $500.00 per hour for fire run call.
6. Resolution 2019-06 allowing 30 foot variance on the east side of lot to allow for construction of a new (2) car garage and possible future storage building to comply with the city set back requirements. Charles Harlow filed an application (2019-01) with the City of Bertha on 01/29/2019, requesting a variance of approximately 30 feet from his side yard to construct a garage at the above address. The council approved the request contingent upon approval by Todd County Auditor & Minnesota DNR.
7. Approved Resolution 2019-07 authorizing the write-off of uncollectible ambulance bills for collection and direct the city clerk to remove the accounts from active receivables of the city, said accounts being detailed in the official files of the City. The Expert T Billing has determined that certain accounts, shown on the resolution are uncollectible.
8. The per run fee charged to the property owner within the service area for cost of having the department answer a service call will increase to $500.00 which was set by the committee of the Todd/Wadena Fire Association. Chief Wallner has contacted all townships and informed of the increase which will not affect their standby fee. The 2019 standby fee charge to each township served by the Bertha Fire Department will remain the same as 2018.

***7. Committee Report***

 ***No Reports***

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

 ***A.*** Preparing for the 2020 Census – Clerk Umland stressed the importance of the 2020 Census. The local government plays a significant role in ensuring an accurate and complete count. The census is a major undertaking for the city, but it’s especially challenging for us. Still, it’s important to make it a priority to get a complete count because of the dollars attached to the population numbers. Congressional representation is another reason for a complete count so the Minnesota does not lose a seat in the U.S. House.

 B. Bertha City Board of Appeal & Equalization – Todd County Assessor’s Office has notified the city that they will hold the meeting on April 17th at 10:00 a.m.

 C. Upcoming Training - MCFOA Conference will be held in March 20-22 at the St. Cloud Civic Center. MRWA Conference will be held March 5-7 at the St. Cloud Civic Center. The Loss & Control Workshop are being planned for end of March and April.

 D. Estimates for accident at New Life Church- The final bill to repair the ambulance rig was $7,412.15. An estimate for repairs at the church is $32,481.00 from Becker Construction, Inc. for damages done to carport and Narthex.

***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 in favor, motion was carried. The meeting adjourned at 7:32 p.m. Carried.