

**CITY OF BERTHA  
REGULAR MEETING OF CITY OF BERTHA  
HELD AT THE BERTHA COMMUNITY CENTER  
MONDAY, NOVEMBER 13, 2017**

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

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

**Guest:** Pete Wallner, Trinity Gruenberg, Marv Stokes, Mark Fay, Russ Vandenheuvel & Brenda Roberts.

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

**3. Public Hearing on Delinquent Lawn Mowing:** Mayor K. Nelson opened the public hearing at 6:32 p.m. for the unpaid mowing billing. There was only one unpaid lawn mowing billing this year. No one present to contest the unpaid billing, the hearing was declared closed at 6:34 p.m.

**Resolution Adopting Assessment for a Current Service:** This current service assessment is for lawn mowing charges at 104 Cherry Street NW. Council Member D. Nelson moved, seconded by Member Bowman, to adopt **Resolution 2017-41**, A resolution adopting Assessment for a Current Service. Upon a roll call vote taken and all present voting in favor, motion carried. Umland will submit a Special Assessment Certificate to the County Auditor.

**4. Public Comment:**

**Mark Fay** – owner of Traditions Bar & Grill, was curious what was going on with the building next door to the community center. The vacant building was recently demolished and he was concerned about debris that still remained, especially nails on the ground that would create a safety hazard. He asked if barricades could be put up to keep people out of the area. Clerk Umland received a phone call from the owner stating she is in the process of purchasing a privacy fence and installing fill.

**5. Communications Reports**

**A. Enterprise Reports** – October reports were reviewed with no comments.

**B. Fire/Ambulance Reports** – Fire Chief Wallner shared that when they assisted on a mutual aid fire another tire was wrecked. The county is in the process of installing a new paging system for cell phones to more accurately pinpoint the emergency location. The cost to each volunteer would be \$10.00 per phone per year. Mr. Vandenheuvel informed the council that one EMT will be taking on a different job and won't be available for day runs. He asked if the parking space on the north side of the Community Center could be painted yellow.

**C. Law Enforcement** – Mr. Berndt presented the council with his October activity report. The monthly report showed the following violations for Bertha: 12-citizen calls, 5-citations, 3-warnings, 3-public assist, 2-investigations, 3 assist other agencies and 2-vehicle unlocks. The council did not have any concerns for Mr. Berndt.

**D. Public Works Report** – Mr. Templin supplied the council with his October report to review and they did not have any comments. He inquired if the council has in mind of any street repairs for 2018.

**E. Clerk's Overview** – review only

**6. Consider Business Items**

#### **A. Addendum to Police Service Agreement with Eagle Bend**

An addendum to the Police Service Agreement of January 1, 2015, with the City of Eagle Bend was discussed by the council. Conditions set forth by both parties agreed to amend the agreement as follows:

1. *Article V. of the Agreement shall be amended to include the sub-paragraph D stating –In the event the School Liaison position with the School District is terminated, then the City of Bertha shall bear any risk of loss related to the payments received from the School District.*
2. *Article V. of the agreement shall be amended to include sub-paragraph E. - Hewitt Services. The parties of Eagle Bend and Bertha agree that the City of Eagle Bend may provide police services to the City of Hewitt of three to five hours per week. The payments received for police services will be credited equally to the parties' obligations contained in Exhibit A. of the original contract.*

*A motion by Council Member Bowman to approve the revised Addendum to the Eagle Bend Police Service Agreement; second by Council Member D. Nelson. All voted in favor. Motion Carried.*

#### **B. Nuisance Property Update**

1. **205 1<sup>st</sup> Street NW** – no action taken
2. **206 Main Street East** – correspondence received from Schoep Contracting (Demolition Contractor) that they were hired by the owner to remove the structure. They will remove the structure/foundation and fill the basement with clean dirt. The completion of the project would be December 18<sup>th</sup>.
3. **119 2<sup>nd</sup> Ave NW** – The structure was demolished several weeks ago. The owner has requested that we give her time to install a privacy fence along with hauling fill in.
4. **109 4<sup>th</sup> Street NW** – In the process of being sold- the new owner is requesting the council allow her to next spring to remove the vacant house.

After some discussion, the council agreed to move forward on the abatement process on Nuisance #1 at 205 1<sup>st</sup> Street NW. Motion by Bowman, seconded by D. Nelson to move forward and authorize the City Attorney to file an abatement on the property located at 205 1<sup>st</sup> Street NW. Motion carried.

#### **C. 2017 Final Tax Levy & 2018 Budget Adoption – Member D. Nelson introduced the following resolution and moved for its adoption:**

##### ***Resolution 2017-29 Certifying the 2018 Final Budget & 2017 Final Tax Levy for Taxes Collectible in 2018***

**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 2018, upon the taxable property in the City of Bertha, for the following purpose:

General	\$ 77,500
Fire	\$ 9,100
Ambulance	\$ 1,000
Street Improvements	<u>\$40,000</u>
<b>Total</b>	<b>\$127,600</b>

The final budget for the City of Bertha for 2018 was approved with the expenditures to different funds allocated in the following ways:

General	\$318,910.
---------	------------

Fire	\$ 66,025.
Revolving	\$ 100.
Water	\$142,000.
Sewer	\$152,000
Ambulance	<u>\$121,225</u>
<b>Total</b>	<b>\$800,260.</b>

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

#### ***D. Glenn Johnson Memorial Park***

Clerk Umland submitted a grant request to NJPA for small projects with a 50% match. The funds will be used to spruce up the current park. Motion by Bowman, seconded by Member D. Nelson to apply for \$2,500.00 grant and if awarded accept the grant to help with the cost of improvements. Our current park facilities are adequate, but need some repairs to help revitalize the campground. The funds will be used to purchase repair part for the slide, put new siding on the shelter, and install more wood fiber to meet OSHA requirements. The work will be done next spring weather permitting. Clerk Umland will contact Sentence-To-Serve to have them possibly do some of the work.

#### ***7. 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, and deletions to be made to the Consent Agenda. Motion by D. Nelson, seconded by Member Captain to approve the consent agenda as presented. Carried. The consent agenda included the following items;

- A. Approval of the October 9, 2017 Regular Council Minutes
- B. Approval of the October Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments
- C. Review Bank Correspondence – Bank Statement and Investment Report
- D. Consider Resolution 2017-42- **A Resolution establishing its 2018 Polling Place** at the Bertha Community Center- this item is due to change in the state election law that was passed by the State Legislation. It is necessary that the city selects a polling place and forwards that information to the county auditor before December 31 every year for the following election.
- E. Consider Resolution 2017-43 – **Wellhead-Source Water Protection Grant**  
The City has been awarded the Source Water Protection Plan Implementation Grant in the amount of \$5,750.00 to pull pump and seal well located in the old Sunopta Building. The total obligation of the State for all reimbursements to the Grantee under this Grant contract.
- F. Letter of Support for upgrading the election equipment- Todd County will be looking to update its voting equipment following the support of the County Commissioners. If approved the money will come from a \$7 million appropriation authorized by the state legislature in the Voting Equipment Grant Account. It's designed to assist counties, cities, with the purchase of voting equipment. The county would be required to pay at least 25%

of the total costs for upgrades. The county would purchase new scanners and vote tabulator and possibly some electronic poll books which can make the election become more efficient. The city share would be approximately \$1,200.00.

G. ***Renewal of the 2018 Lutheran Social Service Site Agreement***

A copy of the 2018 agreement with Lutheran Social Service was presented for the Nutrition Site Use at the Bertha Community Center with the yearly fee of \$73.00.

- H. Adopt Resolution 2017-44 to certify delinquent ambulance bills for inclusion to Mn Revenue Recapture Agency and direct the city clerk to remove the account from active receivables of the City of Bertha, said accounts being detailed in the official file of the City of Bertha. The Expert T Billing has determined that the account shown on the resolution is uncollectible.
- I. To consider approving the ***Bertha Pay Equity Report*** prepared by the city clerk utilizing the Minnesota Management and Budget web-based pay equity system as required by the State of Minnesota Local Government Pay Equity Act. This report must be done every three (3) years which is a requirement by the State of Minnesota. This report must be electronically filed to the State of Minnesota before January 31, 2018 to comply. Mayor K. Nelson is authorized to sign the document, and the City Clerk to submit the report to the state at the end of the year once the total 2017 payroll amount is known. The state has reviewed this report and stated it is in compliance.

***8. Committee Reports – None***

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

A. Hazardous Mitigation Assistance – October 30<sup>th</sup> the Todd County held a Multi-Hazard Mitigation Plan update meeting. For every community, there are a range of mitigation actions that can be taken to work to reduce or eliminate the impacts of future natural hazard and disaster events. The county provides all the cities to join in for a plan. The plan must be updated every five years. Once the plan is upgraded by the county each municipal will have to adopt it. This plan is a requirement of the Federal Disaster Mitigation Act of 2000. The development of a local government plan is required in order to maintain eligibility for certain federal disaster assistance and hazard mitigation funding programs.

B. Lead and Copper Testing of 2017 – The City of Bertha has received correspondence that the water system has not exceeded the action level for lead and has not exceeded the action level for copper. This testing is required by the Safe Drinking Water Act. For review only.

C. Region 5 Summit – Region 5 is hosting an event for elected officials in the county to learn more about R5DC's structure and role in the community, the services and opportunities offered as well as share an opportunity to share our ideas that align with the R5DC commission's work plan. This will be held on November 28<sup>th</sup> at the Long Prairie Country Club.

D. Todd County Solid Waste- All owners in Todd County on improved parcels are assessing a fee for solid waste on their personal property parcels. The county will begin a new rate according to volume based for commercial.

***10. Adjournment***

There was no further business to come before the City Council. Member Bowman moved; Member D. Nelson seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 7:25 p.m. Carried.

