***City of Bertha***

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

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

***Monday, October 14, 2019***

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

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

***Guest Present:*** Russ Vandenheuvel, Pete Wallner, Brenda Roberts, Marv Stokes Bryan

 Lashinski (Todd County Deputy)

***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.*

 *Josh Shesta, 412 4th Street SE- In June, he discussed with Mr. Berndt about appealing his nuisance notice, and Mr. Berndt told him that he would take care of it and not to worry about it. So he didn’t do anything thinking Mr. Berndt had taking care of the issue. Mr. Shesta stated it will take some time and hopefully he will try to have it done in 30 days.*

***4. Communications Reports:***

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

 ***B. Fire/Ambulance Reports –*** Chief Wallner stated that last week they visited the school for Fire Prevention Week with area fire departments helping out. It was suggested that the department install a “No Parking” sign between the two doors. Ambulance Chief Vandenheuvel stated they had a few bad calls and they continue to hold monthly training.

 ***C. Law Enforcement –*** Todd County Sheriff Department provided a September activity for the council to review with no comments. The monthly report showed the following violations for Bertha: 2-alarms, 6 ambulance runs, 4 animal complaints, 4-gas drive-offs, 2-public assists, 2-thefts, 3 traffic stops, 14-misc complaints.

 ***D. Public Works Report-*** Mr. Templin supplied the council with his September activity report that summarizes the work done in his department during the month. Mr. Wallner questioned if anybody has contacted Ideal Construction about the tar not setting up on the shoulders. Moore Engineering has sent a letter to Wagner Construction making them aware of the issue related to the sanitary sewer main which is located beneath Main Street West of 1st Ave NW. No response has been received from Wagner Construction so will hold off to the November meeting to decide what action needs to be taken. Mayor Nelson asked Mr. Templin to close the bathrooms in the park for the season. Clerk Umland was asked to compose a letter to the County Commissioner about the safety of the roof of the old creamery. The council suggested sending a letter also to the property owner of the old Kapp’s Kafe to fix the fence. Clerk Umland will check with Steve Peterson about filing a claim for the damages done when some of the building was painted with graffiti. Some of the graffiti have been removed from the building. Other buildings possibly might need to be repainted.

 ***E. Clerk’s Overview –*** for review only

***5. Consider Business Items***

 ***A. Financing Tri-County Healthcare Project - Public*** Hearing is scheduled for November 12th at 6:30. The regular meeting will start at 6:00 p.m. and will be published in the newspaper to inform residents of the rescheduled meeting due to observance of Veteran’s Day.

 ***B. Consider Approval to accept a bid submitted in the Amount of $300.00 for a Forfeited 2001 Mercury Mountaineer***

The city did not receive any sealed bids prior to the closing at noon on October 4th. On October 10th a bid was received for $300.00 as is and signed by Brent Lind. A motion was made by Olson and seconded by Captain to approve the bid in the amount of $300.00. Motion carried. After payment of seizure, storage, forfeiture, and sales expense, and satisfaction against the vehicle the reminder would be split 30% to the city attorney and 70% for drug enforcement. Since the expenses for impoundment and storage came to $525.00 the city does not have to use any funds for enforcement.

 ***C. Utility Rate Increases-*** the council reviewed three options for new utility rates that were suggested by Mn Rural Water Association. The consensus of the council was option 1 for the new rates. A resolution will be presented at the November meeting for approval and will be effective the first billing period of 2020.

 **D. Drug & Alcohol Policies – Consortium Agreement –** two polices were presented for the employees to review. The first policy was DOT Drug & Alcohol policy for Commercial drivers. The other policy pertain to pre-employment testing of drug & alcohol. The council will decide at the November meeting on the drug and alcohol polices along with joining a consortium.

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

1. Approval of the September 9, 2019 Regular Council Minutes
2. Approval of the September Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments.
3. Review Bank Correspondence – Bank Statement & Investment Report
4. Approve Zoning Permit 2019-08- Leona & Neal Bowman-8X40 foot Roof structure

 Variance Application 2019-04-The setback variance was necessary to accommodate for the proposed construction of an addition to the house on the property located at 213 4th Street NW. The abutting property owner agreed to allow the property owner to the setback variance by signing an agreement.

1. Resolution 2019-34 accepting a donation for the Bertha Ambulance Service for $100.00 for its designated use
2. Approving Resolution 2019-25 to remove the three accounts from the active receivables and be terminated by Expert T Billings.
3. Resolution 2019-35 authorizing the Fire Department to apply for MN Department of Safety/State Fire Marshall Assistance Matching Grant. If awarded, would provide funding to purchase turnout gear washer/extractor/and dryer. The department applied for $14,900.00 to purchase and install the above equipment. The department would be responsible for 10% of the purchase of the equipment.
4. Prosecution Contract – Todd County Attorney provided the 2020 prosecution contract. The cost to the City for this service will be $900.00 for 2020 to prosecute statutory gross misdemeanors, misdemeanors and petty misdemeanor violations. This is based upon the average number of cases prosecuted by the county for the city in the years 2017 and 2018 at an estimated rate of $150.00 per case.

***7. Committee Reports***

 ***A.*** The personnel committee will be doing an employee evaluation prior to the December meeting to set the 2020 wages.

***8. Correspondence/Meetings/Conference***

 ***A.*** Small Project Partnership Program – Sourcewell has agreed that funds will be able to go towards the bathroom floors at the picnic shelter. The council was provided with a diagram of the picnic tables that will be constructed by Sentence to Serve. A bid for supplies from Pete’s Lumber was $125.00 per table.

 **B.** Council will review the fee schedule, annual designations and appointments for 2019 prior to the December meeting so changes can be made for 2020.

**9. Adjournment**

There was no further business to come before the City Council. Member Olson moved; Member Bowman seconded by the motion to adjourn. With all members present in favor, motion was carried. The meeting adjourned at 7:20 p.m. Carried.