***CITY OF BERTHA***

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

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

***MONDAY, APRIL 13, 2015***

***Members Present:*** Zimmerman, Olson, Hoemberg, Bowman and Nelson

***Staff Present:*** Umland, Templin and Berndt

***Guest Present:*** Barb Mares, Gerald Berndt, Trinity Gruenberg, Randy Chock, Pete Wallner,

 Joanne Collins and Joeb Oyster.

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

***Proclamation –*** Mayor Zimmerman recited the Proclamation honoring Kenneth Blaske for his 50 years of outstanding service in the banking business. Mayor Zimmerman declared April 21st “ Kenneth Blaske Day” in Bertha with Star Bank serving a meal at the Community Center in his honor.

***3. Public Comment***

After hearing from several residents, suggesting that the city is not doing enough to control the population of feral cats. It was announced that the city is no longer taking calls to help in dealing with cats. Instead, the city will provide traps for residents who wish to try to take care of feral cats themselves. The residents view that feral cats overrunning the city as a public nuisance and potential health hazard.

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

 ***B. Fire/Ambulance Reports-***Mr. Wallner informed the council that the emergency siren was still inoperable. Granite Electronics is in the process of getting it fixed by Thursday. The state of Minnesota will be conducting a Severe Weather Awareness Week in partnership with the National Weather Service and local governments. On Thursday, Todd County Sheriff Department will issue simulated tornado watches and warnings to test the statewide warning and communications systems.

 ***C. Law Enforcement –*** Mr. Berndt presented the council with his March monthly activity report. The monthly report showed violations for Bertha as follows: 19-citizens calls, 7-citations, 7-warnings, 4-public assists, 5-assist other agencies and 2-vehicle unlocks. Mr. Berndt updated the council on the public nuisance reports that he filled out per request of the council at the last meeting along with pictures taken of the nuisance. He is still working on doing the whole city. Clerk Umland will send a nuisance letter to residents not in compliance with our current nuisance ordinance. A copy of the letter was presented to the council and was given approval to send out along with the pictures. Residents receiving a letter will have 30 days to clean up their property unless other arrangements are made. Joann Collins inquired about her tires and stated she was using them for planters for her garden. The council suggested they would like them to be painted. Mr. Berndt stressed the importance in using good judgment when eliminating skunks in traps within the city. It was also mentioned to call him to have it documented prior to shooting the animal.

 ***D. Public Works Report –*** Council reviewed the March Public Works maintenance activity report from Mr. Templin.

 Valley Irrigation installed the new pipes on the large trash pump

 Attended several meetings during the month

 Replaced all the stop signs , yield and most of the MPH signs to the required high reflective signs

 WSN was in town to start the evaluation process for the street improvement project

***5. Consider Business Items***

1. ***Street Repairs -*** Joeb Oyster, Moore Engineering, Inc., was in attendance to explain the estimate from Ideal Construction to correct the drainage problem at the intersection of 1st Ave NW & 1st Street NW. The total cost of the project is $6,620.00 with Moore Engineering responsible for $5,280.00 (Item 1 & 2).

 Item 1 – saw cut existing swale in street and continue swale to drainage ditch which includes asphalt added to curb radius to raise elevation and filling in at the end of the gutter to force water into swale.

 Item 2 – mill across street to get a clean edge and will raise elevation of street to keep water in swale.

 Item 3 – City of Bertha’s portion – sub cut and place 6” class 5 gravel and 3 inch asphalt in triangle shape area for approach. ***Motion* by Bowman, seconded by member Nelson to approve hiring Ideal Construction for Item 3 of the project with the cost of $1,340.00. Carried.** Mr. Oyster is still waiting for the estimate for the removal of the old clarifer pump. Once he receives the quote he will get it to Mr. Templin. Mr. Templin will review the quotes with Public Works committee.

The council reviewed quotes to seal cracks in the streets from three different contractors to keep moisture out and prolong the life of the streets. Mr. Templin will gather more information from the ATA. There estimate was the lowest one because they specialized mainly in crack filling streets. ATA terms include ½ down & remainder upon completion. He will check what kind of warranty they provide on workmanship and more information on crack filling “Rout and Seal”.

Mayor Zimmerman demanded Mr. Templin to have someone else do week-end checks to eliminate him coming in. The council reviewed the quotes for scheduled pump maintenance on the lift station. ***Motion by Hoemberg, seconded by Member Bowman approving the Submersible Sewage Lift Station Service Agreement with Quality Flow Systems for three years for an annual inspection fee $150.00. Carried.*** Minnesota Pump Works submitted a quote for $472.23 for an annual service agreement.

Clerk Umland will inquire about sharing a load of wood fiber for the playground with an area city. Playgrounds require protective surface material beneath the equipment to cushion children’s falls.

1. ***City Prosecution Service –*** review the prosecution contract information from Brown & Kruger . Based on the information provided to the city, the firm annual fee for providing prosecution services for 2015 would be $1,250.00 prorated. In addition to the flat fee, the city would be charged an hourly rate of $120.00 for all trials. The annual fee would be adjusted on an annual basis. Clerk Umland will contact their office to get clarification what constitutes a trial would this include omnibus hearing, pre-trial and prep time.
2. ***Approval – Software Purchase Agreement with Softline Data, Inc.(Utility billing).***

The company offered a special pre-paid 3 year extended support with a discount that will save the city 15% off our current fee for the next three years and no increase in the support fees during those three years. ***Motion by Bowman, seconded by Member Nelson to approve the support agreement from Softline Data for three years for $892.50. with a renewal date of October, 2018. Carried***

***6. Review and Adopt the Consent Agenda***

 ***Note:*** The Consent Agenda listed those items of business which are considered to be routine and/or which need no discussion. Consent items may be moved to an appropriate section of the regular agenda for discussion.

 Mayor Zimmerman asked if there were any additions, corrections or deletions to be made to the Consent Agenda. Olson moved, Hoemberg seconded, to approve the Consent Agenda as presented which included the following items; with all members voting in favor. Carried.

1. Approval of March 9, 2015 regular Council Minutes
2. Approval of March disbursements & authorized issuance in accordance with the list provided including all electronic payments.
3. Review bank correspondence – Investments & Bank Statement
4. Amended Resolution 2015-02 under Committee Appointments

Public Works: Darrell Hoemberg & Ken Nelson

Personnel : Paul Olson & Dennis Zimmerman

1. **Resolution 2015-11 –** adjusting Ambulance Account Receivable by $1,108.83 since collection efforts have been exhausted and there is no need to keep it on the books at this time per request of Working 4 Professionals. The City Clerk was directed to remove the following delinquent accounts from the active account receivables and submit them to the collection agency:

 **Steven Fischer $161.83**

 **Irene Clark $125.00**

 **Scott Wolf $822.00**

1. ***Approved the following Zoning Permit***

Karen Sakry – Parcel 29-0002400 – erect 24 X 28 shed

1. Approved Karin Nauber (Independent News Herald) will maintain our city website for $10.00 per month and the sub-domain will be Weebly.

***7. Committee Report***

A. OSHA Grant – a grant was submitted to MN Department of Public Labor & Industry to purchase safety equipment to improve workplace safety and health conditions, especially when working in a confined space area. The total obligation of the State for all reimbursements to the Grantee under this grant contract will not exceed $2,020.00. The State of Minnesota has a dollar-for-dollar match – up to $10,000.00 to qualifying employers for projects designed to reduce the risk of injury and illness to their workers. Safety equipment that would be purchased would be the following: personal lock out kit, tripod, blower & stretcher for the ambulance.

 B. Personnel Policy – Clerk Umland will work on revising the policy to comply with the current new state statutes that were implemented in 2014.

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

 ***A.*** Nuisance letters – during the month 5 letters were sent out and received a reply back on one letter informing the council there intent of correcting the nuisance property.

 **B.** Pay Equity – reviewed correspondence from the state that the city is in compliance

 C. Mary Liemandt – reviewed letter of resignation

 D. Citizen Complaint Form Filed – Down Home Repair, Sale & Service filed a second complaint indicating the first complaint wasn’t handled properly. There was a lengthy discussion about the revolving loan that was denied because information wasn’t given to the committee. The council discussed where the original complaint was. On the original complaint he had two issues that needed to be investigated. Finally, Paul Olson stated he might have it at home. Mr. Chock stated the city has a problem and he won’t drop it and will take legal action, if needed. He stated that a city employee had made slander remarks affecting him. Mr. Berndt will discuss the complaints with the City Attorney.

 E. MN SNAP Clinic – was cancelled because only 8 animals were scheduled. They relocated the clinic to Alexandria and will contact the clients that already have been scheduled.

 F. American Legion – was given permission to construct another cabinet in the maintenance room.

***9. Adjournment***

There was no further business to come before the City Council, Council Member Hoemberg moved, Member Bowman seconded the motion to adjourn. With all members in favor motion was carried. The meeting adjourned at 8:57 p.m.