***CITY OF BERTHA***

***TODD COUNTY, MINNESOTA***

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

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

***MONDAY, FEBRUARY 8, 2016***

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

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

***Guest Present:*** Roger Schahn, Barb Mares, Joann Collins, Randy Chock, Ray Eiswald,

 Doug Kapphahn, Pete Wallner, Gerald Berndt and Trinity Gruenberg.

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

***Open Forum:***

An opportunity for members of the public to address the City Council on items not on the current agenda. Items requiring Council action maybe deferred to staff or committees for research and future Council Agendas, if appropriate.

 Ray Eiswald, 101 Main St. East, did not understand the correspondence that the American Legion received from the city office about installing a storage shed. Mayor Zimmerman informed him that the City Clerk has explained everything with Mr. Wayne Uberto, representing the American Legion.

***4. Communications Reports***

 ***A. Enterprise Reports –*** January reports were reviewed

 **B. Fire/Ambulance Reports –** No report from the ambulance department. Mr. Wallner – Bertha Fire Department will hold its contract meeting on February 22th at the Bertha Community Center with the townships that they serve. The department is proposing to increase the rates by approximately 5% with the increase going to purchase some needed equipment. They are still debating on the term of the contract. The department will host a Ham Bingo Fundraiser at the Community Center on March 12th. Mr. Wallner informed the council that the insurance company has settled on payment to fix the 2004 International. No estimate for repairs on the 1991 Ford F800 Tanker has been received. The department will be selling two trucks sometime this year.

 ***C. Law Enforcement –*** Mr. Berndt presented his January activity report. The monthly report showed the following violations for Bertha: 13-citizen calls, 3-city citations, 14-warnings, 8-public assist, and 5-assist other agencies and 1-alarm. Mr. Berndt asked the city attorney to complete an outline for the abatement process. The squad is almost completely equipped.. DARE begins next week and received some donations from two organizations in Eagle Bend. The council discussed briefly about switching back to the county attorney to do our prosecution services. Clerk Umland will contact the county and see if they are willing to contract with the city again.

 ***D. Public Works Report –*** council reviewed the January Public Works activity report submitted by Mr. Templin. Some highlights for the month included: minor repairs at the Community Center and snow removal.

 **E. Clerk’s Overview –** reviewed prior to the meeting and didn’t have any questions.

***5. Consider Business Items***

 ***A. Nuisance Property - No*** new update

 B. WSN- reviewed confirmation of request for engineering services for 1st St. NE/2nd Ave NE intersection improvements. The request would provide professional engineering services for preparing plans and quotes documents for the intersection for street improvements. A copy of the map outlining the work area was included. Motion by Hoemberg, seconded by Nelson approving the proposal for engineering design service at the intersection of 1st ST. NE/2nd Ave NE from WSN at a cost of $4,000.00. The cost would take the project through the bid process. Carried.

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

 ***Note:*** The Consent Agenda listed 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 moved to an appropriate section of the regular agenda for discussion.

 Mayor Zimmerman asked if there were any additions, deletions, corrections to be made to the Consent Agenda. Hoemberg moved, Nelson seconded, to approve the Consent Agenda as presented, with all members voting in favor. The agenda items include the following:

1. Approval of the January 14, 2016 Regular Council Minutes
2. Approval of January Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments – Voided Checks - 5230-misprint, 5244-LMC was responsible for payment, 5246-amount included in her payroll check, 5235 the bill was the wrong amount.
3. Review bank correspondence – Investments & Bank Statement
4. 2016 Fire Contract with area townships- propose to increase per year on the contract amount covering the period of March 1, 2016 until March 1, 2017.

The township fees that will be proposed are: City of Bertha-$9,049, Woodside Township-$5,972.34, Bartlett Township - $2,714.70, Bertha Township-$7,058.22, Germania Township-$4,976.95, Moran Township - $1,764.56 and Stowe Prairie Township - $1,538.33.

1. Resolution 2016-04, authorizing the Fire Department to apply for a FEMA grant under the 2015 Assistance to Firefighters Grant (AFG) with a minimal 5% match. The grant would be used to purchase equipment (air compressor/cascade/fill station), Personnel Protective equipment, and be used for further training. The equipment will replace items that don’t meet current standards. Estimated amount of the written grant is $113,450.
2. Approved License 2016-03 to Make Retail Sales of Cigarette and Other Tobacco Products to Traditions Bar & Grill.

***7. Committee Report***

 ***A.*** Review Job Descriptions – Motion by Bowman, seconded by Member Nelson to approve the revised job descriptions for Water/Wastewater/Maintenance Supervisor and the City Clerk. Carried.

Personnel Committee met with the City Clerk for an annual performance evaluation. Mayor Zimmerman informed the council on the favorable employee evaluation report on Clerk Umland. The council wants me to contact Eagle Bend to see if in case of an emergency if they would be willing to help out. Clerk Umland suggested talking even to Mn Rural Water (Terri) and see if they have some type of temporary services available.

**8. Meeting/Conference/Correspondence**

 **A. Final Eagle Bend Kitchen and dining room design –** review only

 **B.** Cottage Foods Exemption – review only and will contact them to get some questions answered

 **C. Board of Review –** April 20th at the Bertha Community Center at 10:30 a.m. – reminder to all councilmembers that there must be three in attendance for a forum.

Mayor Zimmerman called for a public hearing for a pending assessment at 308 1st St SE due to a delinquent bill from the alley improvement this fall. The public hearing is set for March 14, 2016 at 6:45 p.m. at the Bertha Community Center.

***9. Adjournment***

There was no further business to come before the City Council, Member Hoemberg moved; Member Nelson seconded the motion to adjourn. With all members in favor motion was carried. The meeting adjourned at 7:10 p.m.