**CITY OF BERTHA**

**REGULAR MEETING OF THE CITY OF BERTHA**

**HELD AT THE BERTHA COMMUNITY CENTER**

**MONDAY, JUNE 12, 2023**

**Members Present:** Mayor Nelson, Members “Winkler”Stalberger, Bowman, Moller

**Members Absent:** Member Gaudette

**Staff present:** Acting Clerk/Amb/Gen- Brian Yates

 Maintenance-Charlie Harlow

**Guest Present:** Amanda Hansen, Pete Wallner, Matt Cardinal, Paul Olson, Dennis Zimmerman, Brenda Roberts, Mike Hubner

**Declaring a quorum Mayor Nelson called the meeting to order at 6:30 pm and citizens recited the Pledge Of Allegiance**.

**2. Approval of Agenda-** Motion made by Member Bowman and seconded by Member “Winkler”Stalberger to approve the regular agenda with no corrections

**3. Public Hearing**- None scheduled

**4. Unscheduled public appearance-** Dennis Zimmerman stated that the Ambulance picked up his wife a couple months ago and her Medicare has not been billed yet. Stated his wife has been on the phone with the ambulance billing company to try and get it worked out. Mr. Zimmerman was concerned that if his wife has not been billed how many other people have not been billed and how many other Medicare payments the ambulance is missing out on.

**5. Communications Reports**

 **A. Enterprise reports-** No comments

 **B. Public Safety Report-** Mr. Cardinal stated it has been a quiet month they have been filling pools. He attended the County Fire Chiefs meeting and the county would like to stop the siren at noon and 6pm. Bertha is the only City in the county that still has their siren going off every day. The county does a test of the siren once a month on the first Wednesday of the month at 1pm. It was agreed not to do anything now and have the issue on next month’s agenda. They voted to approve a new member to the fire department Randy Higgins. Member “Winkler”Stalberger made a motion to approve Randy as a new member to the fire department with Member Moller seconding the motion. Motion approved by unanimous consent.

 Mrs. Hansen stated there was 25 calls for the month. Ambulance was not able to do all the events that they had planned during EMS. Upcoming trainings- Hazmat training that will be hosted by Henning Ambulance on June 25th. Bertha Ambulance will be hosting a Landing Zone Training with Life Link III July 19 and have invited neighboring EMS Agencies to join.

 C. **Law enforcement report-** The Todd County Sheriff’s Department provided the council May’s Activity report for the city of Bertha.

 **D. Public works-** Mike Hubner (Advanced Utility Solutions) stated they have finished flushing hydrants and sweeping streets. He had 4 locates. He started pond discharge. This will take approx. 8 days to complete. Stated the pond drainage ditch needs to be cleaned out and believes that the pond discharge could be done by natural gravity instead of having to run a pump. Mike will check with Moore Engineering about it.

Two Quotes were received for auto read water meters. Mike will try to get a Rep. from bolth companies to come to the next meeting.

A motion was made by Member “Winkler”Stalberger and seconded by Member Moller to call an excavator and have them fix the sinkhole behind the Community Center. Motion approved by unanimous consent.

A quote was received for the repair to the road to the ponds Mike will contact Braaten on what is needed to be done

**6. Consent agenda- action required**

 **Note: the consent agenda listed those items which are considered to be routine and/or 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 regular agenda for discussion.**

Mayor Nelson asked if there were any additions, deletions, or corrections to be made to the consent agenda Motion By Member “Winkler”Stalberger and seconded by Member Moller to accept the consent agenda. . Motion approved by unanimous consent.

1. Adoption of the May 8, 2023 Regular Council Minutes
2. Bills Payable – May Disbursement plus register for June Check No.
3. Review Bank Statement & Investment Reports
4. Resolution 2023-23 accepting a donation of $2,500.900 from Clarissa Fire Dept. Relief Assoc.

Each year the City participates in the CCY Program which is a free service available to youth who attend school districts in Todd and Wadena Counties. This program is designed for early prevention, intervention, and diversion of juveniles ages 10-17, who are experiencing personal problems as well as problems with the law. This resolution authorizes the City’s contribution of $439.00. The funds will be budgeted in the 2024 budget.

**7. Consider business items**

 **A. Broadband Communications-** No Update

 **B. Small Cities Development Program-** No Update

 **C. Energy & Environment Plan-** Quote was received from Reese Plumbing to install new furnace at the city office. There were 4 different options on the quote. Member “Winkler”Stalberger made a motion seconded by Member Bowman to Purchase option #3 at the price of $4044. Motion approved by unanimous consent.

City wide cleanup day will be June 24th from 8am to 10am

 ***Bollig Engineering- no update***

**8. Committee Report-Personal**

 **A. Status of public works supervisor position-** Set up interviews with 3 people none of which came for interview. Have 2 more interviews setup.

 **B. Status of City Clerk Position-** A motion was made by Member Moller and Seconded by Member Bowman to accept the resignation of Janet Umland as City Clerk as of 5/26/2023. Motion approved by unanimous consent.

 A motion was made by Member Moller and seconded by Member “Winkler”Stalberger to Hire Andria Voller with a start date of July 5th 2023 for the City Clerk position. Motion approved by unanimous consent.

1. **Correspondence/Meeting/Conference**
2. The County Auditor wishes to bring to your attention the letter and corresponding form . Their office has recently learned that the PollPad units require an upgrade prior to embarking on the busy 2024 election year due to the fact that Apple has announced the sun-setting of our iPad versions in 2024. The council will have decide how many and return the form. Motion made by Member Bowman and seconded by Member Moller to pay for the upgrades to the 2 Pollpads. Motion approved by unanimous consent.
3. David Drown provided this correspondence as a municipal government entity who is currently, or has, worked with David Drown Assoc. They put together the memo on Arbitrage for those who have issued municipal bonds in recent years. Today’s interest rate environment makes its important for all to understand what Arbitrage is and why it is important.
4. Impact Funding – Our project (purchase a skid steers) was not selected by lottery drawing to be awarded for funding. She encouraged the city to reapply for it next year.
5. Bertha Days
6. Gambling money- A motion was made by Member Moller and seconded by Member Bowman to give $500 to the fire department to use toward the Cost of the skid for the tractor pull Motion approved by unanimous consent

Motion was made by Member Moller and seconded by Member Bowman to put $500 toward the band for Bertha Days and $250 toward a dunking booth if can find a group to run it. Motion approved by unanimous consent

Gravel- alley between Seven Oaks and Diamond Tool- gravel is needed to fill potholes and road grading is needed

1. **Campground/playground**- moldy woodchips need to be dug out and replaced- tabled till July Meeting
2. **Miscellaneous office items**-
3. Safety deposit box- Motion made by Member “Winkler”Stalberger and seconded by Member Bowman to get a safety deposit box at Star Bank. Motion approved by unanimous consent
4. New computer in Clerk’s office- will wait to install till new Clerk starts
5. Discussion was had to try to go paperless as much as possible. A motion was made by Member Moller and seconded by Member “Winkler”Stalberger to Hire Jan Eitzler for up to 16 hours a week to Build/setup a system for paperless and to transfer paper documents to a digital system. Motion approved by unanimous consent
6. Melissa Current City clerk from Verndale has come to help make out payroll checks and pay bills. A motion was made by Member “Winkler”Stalberger and seconded by Member Moller to Pay Melissa Current $24 per hour. Motion approved by unanimous consent
7. Discussion was had that Brian needs to be Bonded
8. Discussion was had that with the extra responsibilities Brian Yates has taken on his pay should be increased. A motion was made by Member Bowman and seconded by Member “Winkler”Stalberger to increase Brian’s pay from $18 per hour to $22 per hour. Motion approved by unanimous consent
9. The City needs to have someone as a notary. Brian Yates has filled out the paperwork to do so. A motion was made by Member “Winkler”Stalberger and seconded by member Moller to pay the fees for Brian Yates to get his Notary. Motion approved by unanimous consent
10. **Adjournment –** With no other business to come before the City Council a motion was made by Member Moller and seconded by Member Bowman to adjourn. Motion approved by unanimous consent. Meeting close at 8pm