**City of Bertha**

**Regular meeting of the City of Bertha**

**Held at the Community Center**

**Monday, September 11th, 2023**

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

**Staff Present:** Charles Harlow, Eugene Captain, Brian Yates

**Guest Present:** Pete Wallner, Matt Cardinal, Sherley Schahn, Amanda Hansen, Dustin Switters,Chief Deputy Jon Barber, Brenda Roberts, Paul Olson

Declaring a quorum Mayor Nelson called the Meeting to order at 6:05 and citizens recited The Pledge of Allegiance

Approval of agenda- Motion was made by Member “Winkler” Stalberger and seconded by Member Moller to approve the agenda without any additions or corrections- Motion passed

**Public hearing**- Dustin Switters was in attendance to give an update on the Small Cities Development Project. Mr. Switteers reported that there have been 4 projects completed in Bertha and 4 more that should be completed this fall. Mr. Switters reported that there is approximately $170,000 left in funding for the project with the expiation that there is funding for roughly 6 more projects/homes. There are 5 residences on the wait list in Bertha and one in Hewitt. Mr. Switters highly encourages more residences apply for the program as those on the wait list currently may decide not to start a project or may not use all the funds available.

Motion was made by Member “Winkler” Stalberger and seconded by Member Moller to close the public hearing at 6:30- Motion Passed

**Unscheduled Public Appearance**- Resident Shirley Schahn spoke regarding her concerns with the city’s billing. She feels her latest water/sewer bill is not right and has made payments on her last bill that do not appear to be credited to her current bill. City office staff will look into the mater to resolve her concerns.

**Law Enforcement report:** The Todd County Sheriff Department provided a detailed breakdown for the calls for August. Chief Deputy Barber was in attendance to discuss concerns council may have. The city has received a letter from the sheriff office requesting an increase from $42 per hour to $45 per hour with the next contract. Chief Deputy Barber also explained to the council that currently Bertha is contracted for 80 hours a month were as other cities in the county are only contracting 60 hours per month. Chief Deputy Barber emphasized that if on the next contract if the city would choose to reduce contracted hours it would not impact protection outside of the contracted hours the Sheriff Department will respond to all calls for service. Concerns council has is that Deputies are in town in the early morning hour and would like to see them here patrolling more in the Afternoon/evenings. Was also questioned it the time the deputy is at the school as SRO was part of the hours use as city contracted hours. Chief Deputy Barber explained that no SRO is not part of the city contracted hours That is a separate contract that the school has with the Sheriff Department. The question was brought up about who is responsible for towing vehicles in the wintertime that impedes snow removal. It was explained that it is up to the city to contact their towing company to have the vehicles towed at the owner's expense.

**Ambulance:** Ambulance chief Amanda Hansen reported there was 24 calls for the month with 5 no loads and one mutual aid call. There is a couple of opportunities coming up for training in the next month. CENTRAC is having a training in Sauck Center on 9/21/2023 and the is a 2 day conference at Shooting Star Casino Oct. 6th & 7. Karen Winkler summited a request to attend the Conference in Oct. Motion was made by Member Moller and seconded by Member Gaudett for Karen to attend the conference and one night hotel cost. Motion passed with Member “Winkler” Stalberger abstaining from the vote.

**Fire:** Fire Chief Matt Cardinal reported that there were 4 calls for the month 2 medical and 2 false alarm calls. Mr. Cardinal attended the county fire chief’s meeting and reported that there has been a couple Fire Dept. In the area that were cited by OSHA. The fire department will be working to make sure they are compliant with OSHA standards. They would make a paid position truck maintenance at a rate of $200 a year Mayor Nelson stated that it would have to budgeted for in next year's budget. The Fire dept. Relief association received $3000 from Lakewood Health System to be put toward the Ambulance's Lifepak. Purchased 20 fire hoses from the city of Marshal on an online auction. Motion was made by Member Moller and seconded by Member Gaudett to reimburse Ben H. for the cost of the hoses. Motion passed

**Maintenance:** Mike Hubner (Advance Utility Solutions) was unable to be at the meeting but contacted Mayor Nelson earlier in the day with his report.

The pumps at the sewer lift station need to be pulled cleaned and inspected. Motion was made by Member Gaudett and seconded by Member Moller for EP Electric Pump to come and do the preventive maintenance at the cost of $300. Motion passed

In 2016 there was a contract signed to have the water tower cleaned and inspected. Motion was made by Member Hoffman and seconded by Member “Winkler” Stalberger to continue with the contract with the cost being $1450 to have the service done. Motion passed

Last month the council approved to purchase and install new water meters. Due to a misunderstanding and with the company receiving the wrong numbers of meters needed for the quote we received an updated quote to update and replace the meters at a cost including installation of $78,865. Motion was made by Member Gaudett and seconded by Member Moller to approve the updated quote using the remaining COVID funds than water funds to pay for it. Motion passed

Eugene Captain gave the council a written report of what Mr. Harlow and himself have been working on over the last few months and asked for the council to consider an increase in wages within the next couple months.

Amotion was made by Member Hoffman and seconded by Member “Winkler” Stalberger to increase the wade of part time Maintenance employee’s to $25 per hour and Full time Employee $28 to $32 depending on experience. Motion passed

**Consent Agenda:** Motion was made by Member Hoffman and seconded by Member Gaudett to approve the consent agenda. Motion passed

**Bolig Engineering:** No update

**Hilltop Kitchen:** received a letter from Hilltop Kitchen requesting a donation. Last year the city donated $507. Motion made by Member “Winkler” Stalberger to donate $507 to the Hilltop Kitchen seconded by Member Moller. Motion passed

**Personnel Committee:** Motin made by Member Hoffman and seconded by Member Moller to accept the resignation of City clerk Andea Voller. Motion passed

Motion made by Member “Winkler” Stalberger and seconded by Member Moller to post job openings for City Maintenance Supervisor and City Clerk. Motion passed

Job title clarification for Mr. Yates’ position: tabled till next month

**Street repair Quote:** tabled till next month

**2023 audit:** Motin made by Member Hoffman and seconded by Member “Winkler” Stalberger to approve the engagement letter and 2023 audit by Carlson SV at the cost of $14,700. Motion passed

**Adjourn:** with there being no further business to come before the council Member “Winkler” Stalberger made a motion to adjourn seconded by Member Gaudett. Motion passed. Meeting adjourned at 8:04