***CITY OF BERTHA***

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

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

***MONDAY, SEPTEMBER 13, 2021***

***Members Present:*** Mayor Olson, Members Winkler, Nelson, Captain and Hoffman

***Staff Present:*** Clerk Umland and Public Works Chase Graba

***Guest Present:*** Pete Wallner, Russ Vandenheuvel, Brenda Roberts, Jerry Nelson, Leona Bowman.

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

***Call to Order – Public Hearing at 6:35 p.m.***

A public hearing, Special Assessment was called to order. The special assessment is for a delinquent lawn mowing. The property located at 205 1st St NW. There being no one in attendance, the hearing was declared closed at 6:37 p.m. Following the public hearing, Clerk Umland reviewed the proposed assessment in the total amount of $70.00 for unpaid lawn mowing charges. In a motion by Nelson, seconded by Hoffman, Resolution 2021-32 entitled “A Resolution to Certify Mowing Service Bill to the Todd County Auditor for Inclusion on the Tax Roll” was introduced. Upon roll call with all members voting in favor except Member Winkler the Resolution was declared passed and adopted. A notice of the public hearing was sent to the property owner and given until September 7th to pay the bill in full.

***4. Communication Reports***

 ***A. Review the enterprise reports for August – No Comments***

 ***B. Public Safety Reports - Opening*** *bids for 94 Ford Rescue Van-The department received ten bids on the rescue van which was parked by Highway 71. The following bids were received prior to the council meeting at 6:30 p.m. Sandra Hahje-$6,000, Bryan Felton-$3,801, Dallas Smith-$3,150, Evan Satterstrom-$3,002, Kurt Bakken-$3,000, Marvin Drayna-$1,725.26, Jeremy Sharp-$1,500, Brad Dolney-$1,025. Mike Perkins-$810 and Elvin Schultz-$750.00. Member Winkler moved, seconded by Member Captain to accept high bid of $6,000 for sale of fire rescue truck. Carried. Mr. Vandenheuvel reviewed the 3rd quarter statistics – the department is still debating on which brand defibrillator to purchase since the two main hospitals they work with have different brands. This device restores a normal heartbeat by sending an electric pulse or shock to the heart. The cost of these machines runs around $30,000. The 3rd quarter ambulance statistics report was provided for the council review.*

***C. Law Enforcement Report –*** Todd County Sheriff Department provided the council with the August activity report which summarizes the 31 calls received in their department in August: 1-accident property damage, 1-gas drive off, 1-harassing, 4-noise complaints, 2-public assists, 5-public nuisance, 12 traffic stops and 5 miscellaneous calls.

 ***D. Public Works Report –*** Attended MRWA Conference and took his Class D Water Test and currently is a licensed water operator. Mr. Graba will take his Class D Wastewater Operator License the end of September. Thein Well is scheduled to come and pull both wells the middle of September. Ideal Construction will be here to do patch jobs the end of September.

 ***Topic of Discussion***

1. Consider Approving Purchase of a Used 2006 Sterling L-7500 Truck and Plow Equipment-A few repairs needed to be made prior to the purchase. ***Motion by Nelson, second by Captain to approve purchase the 2006 Sterling L-7500 Truck from Nuss Truck of Rosemont, MN in the amount of $30,160.00. Roll Call: Yes-all members of the council.*** The council will place the old plow truck up to the highest bidder.
2. Consider Approving the purchase of John Deere 1025R attachments- Mr. Graba provided the council with a quote for a 60 inch heavy-duty rotary broom and a 47 inch quick –hitch two-stage snow blower. ***Motion by Member Hoffman, second by Member Nelson to approve the purchase of only the John Deere 60 inch heavy duty rotary broom from Midwest Machinery of Wadena, MN in the amount of $3,800.00. Carried.*** The council approved selling just the existing push rotary broom and keep the push snow blower.
3. Consider approving a new shop heater-***Motion by Member Nelson, second by Member Captain to purchase a new shop heater not to exceed $1,000.00. Carried.***
4. Reviewed the sealed bids received for the Toro Groundmaster 325-D and Kubota F3680. Neither lawnmower is in running order. The council received two bids – 1st bid was $200.00 for both & second bid was $135.00 for each. The ad stated that the city reserved the right to reject any or all bids. ***Motion by Hoffman, seconded by Winkler to reject all bids and advertise again. Carried.*** It suggested placing the machines on city property by Highway 71.
5. An estimate for a salt shed was provided by Pete’s Lumber in the amount of $6,000. 00 for materials. A tarp will be used instead for next winter to cover the salt.
6. Motion by Nelson, second by Winkler approving the replacement of a curb stop at 408 Main Street East. Carried.
7. Mr. Graba requested that he be able to use $1,500 to purchase some tools for his shop. He took some iron to Wadena Hide & Fur and received $3,700.00 which will go to help purchase the tools.
8. Road Repairs – Mr. Graba will contact TEAM Lab and the county and get materials to patch the pot holes by the Manor.

E. ***Clerk Overview –*** for council information only

***5. Unscheduled Public Appearance-***no one addressed the council

***6. Consider the Consent Agenda – action required.***

 ***Note:*** The Consent Agenda listed those items of business 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 the regular agenda for discussion.

Mayor Olson asked if there were any additions, deletions, or corrections to be made to the Consent Agenda. Motion by Nelson, seconded by Member Hoffman to approve the consent agenda as presented. Carried. The consent agenda included the following:

1. Approval of the August 9, 2021 Regular City Council Minutes
2. Approval of the August Disbursements & Authorize Issuance in accordance with the list provided including all electronic payments plus September Checks Nos. 18746-18771 in the amount of $6,324.13 – Check No. 8756 void in the amount of $814.93
3. Review Bank Correspondence-Bank Statement & Investment Report
4. Accepting the resignation of Adam Templin effective August 14, 2021.
5. Approve Zoning Permits 2021-03 (garage addition) & 04 (28X56 house)-Brent Lind
6. Approve Resolution 2021-34 to certify an additional assessment to the Bertha Authority Water Improvement Project – Parcel No. 29-0028600 - $4,492.72.
7. Resolution 2021-30 – Acknowledging a donation for the Bertha Ambulance Service
8. Legal Services Agreement (Prosecution); Todd County Attorney’s Office-Approving legal services agreement with the Todd County Attorney’s Office to offer the City prosecution services for 2022. The city agrees to compensate the county at a rate of $1,200 for the year. This amount is based upon the average number of cases prosecuted for the city in the two years prior.
9. Resolution 2021-35 authorizing the removal of delinquent ambulance service bills rendered by the city. Sources for collection have been exhausted and it is necessary to relieve the accounts receivable for these accounts and terminated by Expert T Billing.

***7. Consider Business Items***

 ***A. Nuisance Properties –*** The name of the properties were turned over to the Todd County Sheriff Department – no update.

 ***B. Broadband Communications –*** Member Hoffman gave a brief report and there will be a meeting with Blandin Foundation. He encourages all interested people to attend the upcoming meeting that will take place on Fridays from 8:00 a.m. until noon. A television will be purchased for the Community Center to be used for training. Motion by Member Winkler, seconded by Member Captain to purchase a 70 inch TV complete with hangar bracket not to exceed $1,000.00 Carried. Mr. Vandenheuvel will provide the firestick to the television. The cost of the television will come out of the general fund.

 ***C. Rental of Lion’s Building-***Mayor Olson stated that the Horseshoe League has decided it was not feasible at this time to use the building during the winter for horseshoe pitching. So a letter will be sent out to all persons that rented a space last year for storage.

 ***D. Amend City Code-Storage containers-*** tabled at this time

 ***E. 2021 Preliminary Levy Adoption –Resolution 2021-28***

Councilmember Nelson introduced the following resolution and moved for its adoption:

 ***A Resolution Adopting the Preliminary 2022 Budget and Proposed 2021 Tax Levy for Taxes Collectible in 2022.***

The council of the City of Bertha, County of Todd, Minnesota that the following sum of money is levied for the current year, collectible in 2022, upon the taxable property in the City of Bertha, for the following purposes:

 General Levy $93,000.00

 Fire Levy $ 9,400.00

 Street Levy $40,000.00

 Ambulance Levy $ 1,000.00

 ***Total Levy $143,400.00***

***The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Todd County, Minnesota.***

***Adopted and passed this 13th day of September, 2021. Member Winkler seconded the foregoing motion and passes unanimously. A complete copy of this resolution is filed in the City of Bertha minute book.***

***Motion by Nelson, seconded by Hoffman to purchase a laptop computer for the Public Works Department. Carried.***

***8. Committee Reports***

 ***A. Hiring of Fulltime Public Works Maintenance Worker-****will interview the one applicant and re-advertise the position. It was suggested to put it on our website and set up a tab with job opportunities with the City of Bertha.*

***B. Motion*** by Member Captain, seconded by Hoffman to accept the agreement between Matt Uselman and the City of Bertha for licensed water and/or sewer operator services. Mr. Uselman will render his services to the city until our public works supervisor is fully licensed. The agreement has three scenarios for his services:

 a. Rate for water & sewer -$300.00 per week

 b. Rate for sewer - $200.00 per week

 c. Rate for water - $100.00 per week

Mileage will also be tracked and paid per state mileage rate. Carried.

1. ***Correspondence/Meeting/Conference***
2. ***Small Cities Development-Owner Occupied Housing –*** The City of Bertha has received correspondence from MN DEED informing the council that their application for the 2021 Minnesota Small Cities Development Program Grant has been approved for funding in the amount of $386,400.00 from the Department of Housing and Urban Development.
3. ***2022 Local Board of Appeal & Equalization Training-*** Members of the council are encouraged to take the on-line training to get certified. Only one member of the council is certified and the state recommends more than one person be certified.
4. ***Revolving Loan Fund – One time exception –*** The state has again allowing local government that has uncommitted money received from repayment of funds awarded under Minnesota Statutes 116J.8731, may choose to transfer 20% of the balance of that money to the state general fund before June 30, 2022. Any local entity that does so may then use the remaining 80% of the uncommitted money as a general purpose aid for any lawful expenditure. To do this, the city must fill out a RLF Request for Onetime Exception Form and must have it submitted by June 1, 2022. Then DEED will review and must approve the submitted form prior to any action taken.
5. Correspondence from Tri-County Healthcare informing their name change to ASTERA Health.
6. ***Adjournment***

There was no further business to come before the City Council. Member Nelson moved; Member Winkler seconded the motion to adjourn. With all members in favor, motion was carried. The meeting adjourned at 8:19 p.m. Carried.