

January 3, 2018

The regular meeting of the City of Bertram was held on the above date at 7:00 PM at City Hall. Mayor James Drahos was present and presided at the meeting. Council members present were Steve Carpenter (by phone), Dave Hunt, Robert Malone, Nancy McBurney, and William Mulholland.

The Linn County Sheriff was unable to attend.

Malone made motion to approve the minutes from the December Council Meeting. MSB Carpenter. None opposed, motion carried.

Malone made motion to accept and pay the following bills for January. MSB Hunt. None opposed, motion carried.

| Warrant No | Payee | Purpose | Amount |
|-------------------|----------------------------------|---|------------------|
| 106 | Alliant Energy | City Hall Electricity | 63.61 |
| 107 | Alliant Energy | Street Lights | 440.73 |
| 108 | Alliant Energy | City Park Electricity | 19.32 |
| 109 | Alliant Energy | High Point Park Electricity | 20.43 |
| 110 | Verizon Wireless | Phone/Internet | 95.12 |
| 111 | Mount Vernon-Lisbon Sun | Publication Fees for Dec | 86.88 |
| 112 | IPERS | Payroll benefits for Dec17 | 300.74 |
| 113 | Jason Houghtaling | Payroll for Dec | 1,436.28 |
| 114 | Sheldon King | Payroll for Dec | 769.75 |
| 115 | Titan Machinery | Tractor Repairs | 901.40 |
| 116 | Star Equipment, LTD | Lift rental for tree trimming | 1,142.53 |
| 117 | Linn County Treasurer | Election Services | 2,113.29 |
| 118 | United States Treasury | Federal Withholding Tax Q4 2017 | 667.66 |
| 119 | Treasurer-State of Iowa | State Withholding Tax Q4 2017 | 60.00 |
| 120 | Casey's General Stores, Inc | Fuel for eqpt | 247.81 |
| 121 | VISA | Parts for Truck, shop supplies, chainsaws | 1,589.88 |
| 122 | Iowa Good Roads Association, Inc | Annual Dues | 95.00 |
| 123 | VJ Engineering | Final Payment for PW337 | 6,134.08 |
| | | Total Bills for Operating Account | 16,184.51 |
| W026 | Alliant Energy | City Well Electricity | 128.83 |
| W027 | Jared Vogeler | Operations for Dec17 | 380.00 |
| W028 | Keystone Laboratories, Inc | Water Testing Dec17 | 26.50 |
| W029 | Treasurer-State of Iowa | Sales Tax Remittance Q4 2017 | 140.00 |
| | | Total Bills for Water Account | 675.33 |
| | | Total Bills for January | 16,859.84 |

Note: VJ Engineering warrant number 104 from December was voided and not paid as final authorization for payment was not made. Final authorization received January 3rd from Jerald Ballanger to pay final invoice from VJ Engineering.

Malone made motion to approve the Treasurer's Report for the period ending December 31, 2017. MSB McBurney. None opposed, motion carried.

| | Beg Fund Balance | Deposits | Disbursements | End Fund Balance | Investments | Total Fund Balance |
|------------------------------|-------------------|-----------------|------------------|-------------------|-------------------|--------------------|
| General | 223,171.06 | 1,737.57 | 10,121.61 | 214,787.02 | 514,717.29 | 729,504.31 |
| Road Use Tax | 52,489.57 | 2,944.64 | 0.00 | 55,434.21 | | 55,434.21 |
| LOST | 75,043.26 | 3,095.07 | 0.00 | 78,138.33 | | 78,138.33 |
| Building Fund | 15,705.22 | 88.00 | 0.00 | 15,793.22 | | 15,793.22 |
| Capital Projects | (163,948.46) | 0.00 | 0.00 | (163,948.46) | | (163,948.46) |
| Water | 13,283.00 | 1,694.75 | 446.25 | 14,531.50 | | 14,531.50 |
| Total Clerk's Balance | 215,743.65 | 9,560.03 | 10,567.86 | 214,735.82 | 514,717.29 | 729,453.11 |
| Total Outstanding | | | | 3,495.58 | | |
| Total Bank Balance | | | | 218,231.40 | | |

Clerk to check with bank regarding penalties for early withdrawal of CD funds to cover loan payments until final FEMA and IDOT reimbursements are received from the Ely Street bridge project.

City Attorney Kevin Shea was present and recommended the Council review and update the Nuisance Ordinance to set civil penalties for noncompliance, which would allow a quicker method of penalizing offenders than existing district court process. He also recommended City officials review the existing Land Use Plan, last issued in 2004, to determine if any updates are necessary.

City Council to meet in closed session on Wednesday, January 17th at 6:00 pm to discuss options for property at 200 Angle Street.

Rustic Ridge tree trimming is nearly complete. There is one last road, Skyline Drive, which needs to be trimmed. Malone made motion to authorize Carpenter to contact D&D to finish trimming and cleanup of this area. MSB McBurney. None opposed, motion carried.

A budget workshop has been scheduled for Wednesday, January 17th at 6:30 pm. Appointments will be reviewed during this time.

Clerk to review PW337 expenditures for any direct administrative costs to submit to FEMA for reimbursement. Also, FEMA needs a copy of the City Procurement Policy and proof of payment of the final VJ Engineering invoices.

Jason Houghtaling was able to work with Titan Machinery to repair the tractor. A sales rep from Titan will put together a proposal to replace the existing tractor. The proposal should be ready by mid-January. Jason was also able to complete maintenance on City

equipment. The windshield in the truck has deep scratches that creates visibility issues while plowing. Jason will contact an auto glass specialist to replace it.

McBurney made motion to adjourn. MSB Malone. None opposed, meeting adjourned at 8:28 PM.

Lisa Berry
Clerk