

July 3, 2019

The regular meeting of the City of Bertram was held on the above date at 7:00pm at City Hall. Mayor William Mulholland was present and presided at the meeting. Council members present were Steven Carpenter, David Hunt, Robert Malone, Nancy McBurney, and Chris Price.

McBurney made motion to approve the agenda as posted. MSB Carpenter. None opposed, motion carried.

Linn County Sheriff monthly report: 40.5 hours and 2 calls for service.

The regular meeting was closed and a public hearing opened at 7:03pm for construction code adoption. City will need to establish a Board of Appeals to handle any code disputes, but Council can choose to designate itself as this board. Public comments: None. Hunt made motion to close the public hearing. MSB Price. Public hearing closed 7:10pm.

Hunt made motion to approve the first reading of the Construction Code Ordinance. MSB Price. Roll call: Price – Aye, Hunt – Aye, McBurney – Aye, Carpenter – Aye, Malone – Aye. Malone made motion to waive the second and third readings. MSB Price. Roll call: Price – Aye, Hunt – Aye, McBurney – Aye, Carpenter – Aye, Malone – Aye. **CONSTRUCTION CODE ORDINANCE O-1-2019** adopted as follows (effective with publication date):

01.01 CODES ADOPTED. Except as hereinafter added to, deleted, modified or amended, there are hereby adopted as the Construction Codes of the City of Bertram those certain Codes and Regulations as codified in the Linn County Iowa Code of Ordinances, Chapter 105 – Buildings and Building Regulations, Articles I – V, and Chapter 12 – Fire Prevention and Protection, including all future amendments and modifications thereto. The provisions of said Construction Codes shall be controlling in the construction of buildings and other structures and in all matters covered by said codes within the jurisdictional limits of the city and shall be known as the "city building regulations."

01.02 BOARD OF APPEALS. In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of the city building regulations, there shall be and is hereby created a Board of Appeals, as appointed by the City Council. In the alternative, the Council may designate itself as the Board of Appeals. The Building Official or designated representative shall be an ex-officio member without a vote.

The Board of Appeals shall adopt reasonable rules and regulations for conducting its investigations and shall render all decisions and findings in writing to the Building Official with a duplicate copy to the appellant, and may recommend such new legislation as is consistent therewith. The Board shall hold regular meetings as determined by the Board, unless there are no appeals or business on file for a hearing.

A nominal appeal fee to the Board of Appeals shall be paid as adopted by resolution of the City Council. If granted, the appeal shall be valid for one (1) year from the date of the Board approval to the commencement of work and to the completion of work undertaken pursuant to the approval.

The Board shall have no authority of interpretation of the administration of these regulations nor shall such board be empowered to waive requirements of these regulations.

Malone made motion to designate City Council as the Board of Appeals. MSB Hunt. None opposed, motion carried.

Hunt made motion to approve the minutes from the Jun 5 meeting. MSB McBurney. None opposed, motion carried.

McBurney made motion to accept and pay the following bills for July. MSB Price. None opposed, motion carried.

Warrant No	Payee	Purpose	Amount
001	Alliant Energy	City Hall Electricity	47.83
002	Alliant Energy	Street Lights	526.70
003	Alliant Energy	City Park Electricity	21.20
004	Alliant Energy	High Point Park Electricity	19.73
005	Verizon Wireless	Phone/Internet	90.20
006	IPERS	Retirement Benefits for Jun Payroll	297.94
007	Jason Houghtaling	Payroll	99.42
008	Anthony Vislisel	Payroll	139.42
009	Morgan Houghtaling	Payroll	103.89
010	United States Treasury	Q2 Federal Payroll Taxes	656.64
011	Treasurer, State of Iowa	Q2 State Withholding Taxes	40.00
012	Linn County Sheriff's Office	Police Protection	2,730.00
013	Iowa League of Cities	Annual Dues	337.00
014	Craig Rosel	Reimbursement for feral cat spay/neuter expenses	500.00
015	Kluesner Construction, Inc	Repairs to Green St & Angle/2 nd	1,620.00
016	Kluesner Construction, Inc	Hilltop resurface	35,928.00
017	Mount Vernon-Lisbon Sun	Publication Fees	83.36
018	Casey's Business MasterCard	Fuel for City Eqpt	55.00
019	VISA	Tires for mower	49.20
020	VISA	Small City Workshop registration	45.00
		Total Bills for Operating Account	43,390.53
W001	Alliant Energy	City Well Electricity	126.43
W002	Jared Vogeler	Operations for June	455.00
W003	IA Dept of Natural Resources	Annual Water Supply Fee	25.00
W004	Treasurer, State of Iowa	Q2 WET tax remit	106.00
W005	Keystone Laboratories, Inc	Water Testing June	12.50
		Total Bills for Water Account	724.93
		Total Bills for July	44,115.46

Carpenter made motion to approve the Treasurer's Report for the month ended Jun 30, 2019. MSB Hunt. None opposed, motion carried.

	Beg Fund Balance	Deposits	Disbursements	End Fund Balance	Investments	Total Fund Balance
General	502,175.25	4,865.79	9,229.43	497,811.61	193,230.94	691,042.55
Road Use Tax	93,840.55	3,077.11	1,462.50	95,455.16		95,455.16
LOST	82,082.65	2,868.13	0.00	84,950.78		84,950.78
Building Fund	17,008.22	28.00	0.00	17,036.22		17,036.22
Capital Projects	(391,513.61)	0.00	0.00	(391,513.61)		(391,513.61)
Water	12,914.66	1,540.55	429.91	14,025.30		14,025.30
Total Clerk's Balance	316,507.72	12,379.58	11,121.84	317,765.46	193,230.94	510,996.40
Total Outstanding				(1,120.09)		
Total Bank Balance				316,645.37		

Joe Finch from Iowa Rural Water Association presented results from his water rates/usage study. Based on his analysis and comparison to other cities, and based on the age of existing equipment, the Council will need to take a serious review of existing water rates and minimum usage requirements to ensure the Water Utility has enough reserves to cover any major infrastructure failures. Council to follow up with Operations to determine repair/replacement costs. In addition, we need to consider minor expansion for properties not currently on the water system but adjacent to existing water mains as well as plan for cost for chemical treatment should the need arise. Ideally, the minimum billed amount should cover all fixed costs.

Mayor Mulholland received estimate from Bolten & Menk for bridge engineering study not to exceed \$3,800.00 for the Big Creek Road bridge. Malone has been trying to reach out to County Engineer for their assessment/estimate for an engineering study. Engineering study tabled until we get information from County Engineer.

Kluesner will return to finish Hilltop resurface project with projected cost of \$1,800.00. Mayor Mulholland is still waiting on striping estimates. Cracks in Timberlake need to be assessed. Hole above culvert at 1226 2nd Street has been patched again.

Hunt made motion to support Bertram Homecoming celebration on August 24th not to exceed \$500.00. MSB Malone. None opposed, motion carried. Tent raising will occur on Aug. 23rd, and volunteers are requested to assist. Council and attendees are encouraged to bring a side dish, snack or dessert to share.

A new tire is needed for the tractor in order to attach the brush mower (tire has damage from snow plowing efforts last winter and there is concern the weight of the mower will blow it out). Estimated on-site, installed cost is \$950.00 with a \$30.00 disposal fee for the old tire. McBurney made motion to authorize tire replacement. MSB Carpenter. None opposed, motion carried.

There are safety concerns where Four Oaks staff stand on side of road during their smoke breaks due to visibility issues caused by brush overgrowth. Public Works employees to clear the area back so drivers have better visibility of pedestrians in this area. Public Works will also address brush overgrowth on Bertram Street north, in Rustic Ridge, and at the end of the Big Creek Road bridge.

County has reached out to Carpenter regarding roadside cleanup efforts currently in place on Bertram Street. They would like the cleanup to expand to other county roads, or to assist in pollinator seed planting/maintenance efforts. Council feels the pollinator seed planting would be a good fit for previously discussed City plans to do the same. NOTE: Roadside cleanup is scheduled for September 8th.

McBurney received contact info for the company that cleaned up the properties adjacent to City Hall to help with cleanup efforts at 33 Ely Street.

Zach Collins has been hired for Public Works assistance on street side cleanup efforts and other projects as deemed necessary.

Hunt to develop a Trees Forever Committee to work on tree planting project, for which the City has received grant money.

Price confirmed with insurance company that utilizing City Hall parking lot for MV open enrollment bus stop will not be an issue. Carpenter to reach out to MVCS D to discuss changing the bus stop location.

Land Use Plan review/update has been placed on hold as Council works on other projects.

Council needs to address plugged culvert at 1214 2nd Street. Resident's driveway is sinking. The culvert needs to be jetted and sediment cleaned out to ensure proper flow of water. Malone recommended City contract Dave Schmidt as they have performed other culvert work in the City.

School buses are not to use Big Creek Road Bridge due to weight restrictions. If buses are seen taking this route, residents need to contact City Council members immediately. Side note: farmers need to heed the weight restrictions as well.

McBurney made motion to adjourn. MSB Price. None opposed, meeting adjourned at 9:09 PM.

Lisa Berry
Clerk