

May 16, 2022

A special meeting of the City of Bertram was held on the above date at 6:30pm at City Hall. Mayor Margy Wilson presided at the meeting. Council members present were Steve Carpenter, Louise Hall, John Klimek (late arrival), Chris Price and Jim Unzeitig. The purpose of this meeting was to hold a public hearing on right of way ordinance and to complete remaining agenda items from the May 4th council meeting.

Price made motion to open a public hearing for Right of Way Ordinance. MSB Hall. Ayes: Carpenter, Hall, Price, Unzeitig. Nays: Klimek. Public hearing opened at 6:37pm. This ordinance is to outline policies and procedures for ROW accesses and maintenance. It also defines what the city is responsible for paying. Goal is to aid in water flow, so no trees, no landscaping or any vertical structures will be allowed in ROW. Also, City will provide gravel up to property line whenever work on ROW access is completed by City; homeowners will be responsible for any other medium. No comments from public. Carpenter made motion to close public hearing. MSB Klimek. Public hearing closed by unanimous vote at 6:40pm.

Price made motion to move to consent agenda. MSB Hall. Motion approved by unanimous vote.

Approve Agenda

Minutes of 5/4 Meeting – Tabled to 6/1 meeting

Hiring of City Clerk – 14 applications received

Summer Help & Public Works Person – opening posted on Indeed, ad placed in Cedar Rapids Gazette, will also be posted to website

Website update – website is now live again

Updates/requests from public works employees – shovels/rakes-purchased; replace blue truck; recycle containers for parks; locking dumpster for city; Tony unavailable in winter, Cal unavailable April-May; wish list item = skid loader; small trees around pumphouse need to be cut down and brush needs to be trimmed back; tree/fence removal around High Point-consider renting chipper for day or weekend-check to see if Alliant will clear everything about cable line; can stumps be removed at park? Cal to look at posts/cable at park; install old flag pole at park; install 9-1-1 signs at city buildings-use posts from old fence from pumphouse; need treated plywood for new posting boards; Berry to get display case out of garage for potential use at City Hall; power wash and clean the garage; garage doors need to be painted; checking to see if MV fire truck will fit in either city building-consider adding on to city shop or insulating/heating High Point; need to consider replacing mower-check with manufacturers directly to see if they offer discount for municipality; determine if playground needs more mulch; ditch repairs/seeding needs to be completed where water line repairs were made; need cement blocks for pop machine at city park; keep brush cut back at High Point; determine need for locking package delivery box at City Hall; damage to guard railing at Big Creek Road bridge does not appear to cause loss of functionality; landscaping around City Hall; extend sidewalk from east door at City Hall-include with ADA plan.

Price made motion to approve consent agenda. MSB Hall. Consent agenda items approved by unanimous vote.

Price made motion to approve the first reading of Right of Way Ordinance. MSB Hall. Carpenter-Aye; Price-Aye; Klimek-Aye; Unzeitig-Aye; Hall-Aye. First reading of ordinance approved.

Price made motion to accept Fehr Graham bid for plans to run water to City Park. MSB Hall. Motion approved by unanimous vote. Design and construction engineering fees/surveying \$13,000, construction administration \$4,000, construction survey \$4,000 for total of \$21,000. Fehr Graham will draw up plans, send out for bid, manage oversight of the project and survey for compliance.

Emergency siren maintenance is transitioning to Linn County EMA at no cost to the City. Mayor Wilson is checking on need for and availability of a second siren for the area.

Klimek made motion to remove three old lights at City Park. MSB Carpenter. Motion approved by unanimous vote. We currently pay \$34.32 per month for these lights and upgrading to LED will increase the cost. There is currently a light at the pumphouse and a streetlight to provide lighting coverage for this area.

City cleanup day, which consists of roadside pickup of trash throughout the city, is going to be scheduled in the fall.

Hall checked on options for a locking dumpster at city park. All options were for large dumpsters and were cost prohibitive. Agenda item tabled to gather more information.

Price made motion to purchase two recycle bins from Amazon for \$88.49 each for City Park and High Point. MSB Hall. Motion approved by unanimous vote.

Special meeting date set for 6/21/22 at 6:30pm for annexation approval and review of engineering bids for Big Creek Road bridge project.

Goal review:

Price to review job descriptions.

Mayor Wilson and Price to make requests of Public Works employees.

Mayor Wilson and Berry to finalize FEMA reimbursement request.

Carpenter to follow-up with ECICOG to ensure Comprehensive Plan is complete.

Carpenter and Berry to review for additional investment options.

Natural gas expansion to pumphouse would cost an estimated \$221,000. Need to determine if there are grants available to help cover some of this cost.

Cost of new well or tower-Fehr Graham is working on.

Water expansion-Fehr Graham is working on.

Watershed/runoff-Fehr Graham is working on.

Monitor water rates-Price to see if Joe Finch is able to assist.

33 Ely Street-Fehr Graham working on.

Options for city sewer--Fehr Graham is working on.

City street surface--Fehr Graham is working on.

Vacation of alleyways and streets-Hall.

Continue Big Creek Road bridge replacement project-Unzeitig.

Citywide clean up and rehab project-Carpenter.

Garbage collection services-Can only be billed out to residents if they already receive a utility billing, which would currently only apply to residents on city water.

Nuisance properties-one letter sent out.

Tax abatement on improvements to properties-On hold.

Welcome sign with catch phrase-enlist help from Kirkwood students?

Monitor streets-everyone.

Parks:

Remove old playground equipment. Zip line poles only things remaining, and city equipment will not pull out. May need to cut off below ground level.

Sell old equipment-Done

Extend water to Park-Mayor Wilson and Price
Adirondack chair-Mayor Wilson and Hall
Natural Play area-Mayor Wilson
New ADA Restrooms-Klimek (check with Kirkwood to see if students would want to work on plumbing)
Demolish/Convert old restrooms-Klimek
ADA parking signs in park-Hold for ADA report from Fehr Graham
Handicapped picnic table-Hold for ADA report from Fehr Graham
New benches-Mayor Wilson
Expand fruit orchard and consider adding pollinator gardens

Annexation: Map areas of possible expansion, determine cost of annexing; survey landowners of potential areas.

City Equipment: Snowplow blade for tractor-Unzeitig. Sell red truck? NO!!!! Dump trailer? New lawnmower-Hall. Skid loader-not at this time.

Motion activated cameras in City-not at this time.

Storm damage: Pumphouse Fence-Done; Cable fence at City Park-Public Works employees to repair; Removal of trees at pumphouse-large trees removed.

ADA Compliance-Fehr Graham is working on. Note: Work with Bertram Township Board regarding ADA compliance.

Survey Responses: Enforce city codes; maintain small town atmosphere; increase recreational opportunities-bike trail; add additional public safety services; expand economic development; increase housing opportunities; sidewalks (part of ADA project); trail system; leaf vacuuming/bulky item pickup-tabled.

Correspondence:

Carpenter: Lower Cedar WMA grant for study is still alive.

Open to Floor:

None

Hall made motion to adjourn. MSB Carpenter. Motion approved by unanimous vote. Meeting adjourned at 8:43PM.

Lisa Berry, Clerk