

**September 7, 2016**

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 Steven Carpenter, Penny Kula, Robert Malone, William Mulholland, and Stephanie Vislisel.

The Linn County Sheriff was unable to attend the meeting.

Kula made motion to approve the minutes from the August Council Meeting. MSB (motion seconded by) Carpenter. None opposed, motion carried.

Vislisel made motion to accept and pay the following bills for September and to draw \$42,235.75 against the line of credit to pay the Taylor Construction invoice. MSB Carpenter. None opposed, motion carried.

Warrant No	Payee	Purpose	Amount
033	Alliant Energy	City Hall Electricity	68.64
034	Alliant Energy	Street Lights	473.27
035	Alliant Energy	City Park Electricity	21.02
036	Alliant Energy	High Point Electricity	23.61
037	Mediacom	Phone/Internet	94.84
038	Mount Vernon-Lisbon Sun	Publication Fees for August	52.23
039	IPERS	Payroll benefits for Aug16	201.55
040	Jason Houghtaling	Payroll for August	1,147.28
041	Lisa Berry	Payroll for Q3 2016	647.99
042	Donna Kephart	Payroll for Q3 2016	194.40
043	James Drahos	Payroll for Q3 2016	277.05
044	Steven Carpenter	Payroll for Q3 2016	138.52
045	Penny Kula	Payroll for Q3 2016	184.70
046	Robert Malone	Payroll for Q3 2016	138.52
047	William Mulholland	Payroll for Q3 2016	184.70
048	Stephanie Vislisel	Payroll for Q3 2016	184.70
049	Linn County Public Health	Burn Permit	25.00
050	Drain Medic	Repair toilet at City Hall	120.00
051	VISA (Houghtaling)	Parts for Eqpt Maint	66.45
052	Casey's General Stores, Inc	Fuel for truck, mower, power eqpt	119.65
053	VISA (Houghtaling)	Supplies for City Hall maint	64.30
054	VISA (Berry)	Office Supplies/Postage	42.23
055	Penny Kula	Cleaning supplies for Park	73.59
056	VJ Engineering	Engr Services for Ely St Bridge Construction	2,984.85
057	Tree Care LLC	Storm damage tree cleanup at Park	2,046.70
058	Tennis Services of Iowa	Storm damage repairs at Park	175.00
059	D&N Fence Co, Inc	Storm damage repairs at Park	2,740.00
060	City of Marion	Winter salt/sand mix for winter 2015-16	2,542.73
061	City of Marion	Electrical inspections Jul16	50.00
062	Linn Co-Op Oil Company	LP Tank Fill Jul16	89.00
063	Taylor Construction, Inc	Ely St Bridge Construction Pmt #1	42,235.75
		<b>Total Bills for Operating Account</b>	<b>57,408.27</b>
W010	Alliant Energy	City Well Electricity	173.02
W011	Jared Vogeler	Operations for Aug16	300.00
W012	Keystone Laboratories, Inc	Water Testing for Aug16	12.00
W013	Jason Houghtaling	Payroll for Aug16 – Work at Pumphouse	18.00
		<b>Total Bills for Water Account</b>	<b>503.02</b>
		<b>Total Bills for September</b>	<b>57,911.29</b>

Malone made motion to approve the Treasurer's Report for the period ending August 31, 2016. MSB Vislisel. None opposed, motion carried.

	Beg Fund Balance	Deposits	Disbursements	End Fund Balance	Investments	Total Fund Balance
General	208,794.13	4,733.19	3,067.66	210,459.66	505,294.59	715,754.25
Road Use Tax	14,286.98	4,020.65	0.00	18,307.63		18,307.63
LOST	51,044.58	2,524.95	0.00	53,569.53		53,569.53
Building Fund	14,052.22	0.00	0.00	14,052.22		14,052.22
Capital Projects	(155,171.28)	0.00	925.81	(156,097.09)		(156,097.09)
Water	13,737.09	0.00	479.74	13,257.35		13,257.35
<b>Total Clerk's Balance</b>	<b>146,743.72</b>	<b>11,278.79</b>	<b>4,473.21</b>	<b>153,549.30</b>	<b>505,294.59</b>	<b>658,843.89</b>
Total Outstanding				0.00		
<b>Total Bank Balance</b>				<b>153,549.30</b>		

Mulholland made motion to adopt Resolution No. **R-9-2016** accepting the FY2016 City Street Financial Report. Seconded by Malone. None opposed, motion passed.

Mulholland made motion to accept estimate of \$378.31 from Cummins Central Power, LLC, for pump house generator maintenance. MSB Carpenter. None opposed, motion passed. Maintenance is scheduled for October 2016.

**RR Quiet Zone Updates:** Vislisel contacted the Engineering firm used other small cities in Iowa, Bolton & Menk. They recommend an initial assessment to review the current situation in Bertram and determine best option(s). Cost of an assessment is estimated at \$2500. Once finalized, this assessment would result in options and cost estimates to proceed. Vislisel made motion to hire Bolton & Menk to complete an initial assessment. MSB Carpenter. None opposed, motion passed.

33 Ely Street sold to another bidder. City will continue to review options to address storm water drainage.

Three bids were received to remove marked trees within the City right of way along the street sides and at City Park:

- (1) D&D Tree Service bid \$5,180.00 to remove four trees and includes stump grinding;
- (2) Dick's Tree Service bid \$3,030.00 to remove five trees and includes stump grinding;
- (3) Tree Care LLC bid \$3,953.40 to remove two trees at City Park and includes stump grinding.

Malone made motion to accept the bid from Dick's Tree Service for \$3,030.00. MSB Carpenter. None opposed, motion passed.

**Bridge Updates:** Construction has begun on the Ely Street bridge. Tim McDermott from VJ Engineering will plan to be at the monthly Council Meetings going forward. Mayor Drahos has requested an updated construction schedule from Taylor Construction.

**Miscellaneous Discussion:**

The culvert at the driveway for 1304 Bertram Street has yet to be repaired. Mulholland to contact Kluesner Construction for update. Discussion on potential need to switch Clerk and Treasurer positions from exempt to non-exempt. Clerk is waiting for feedback from City Attorney.

Kula made motion to adjourn. MSB Carpenter. None opposed, meeting adjourned at 8:09 PM.

**Lisa Berry**  
**Clerk**