

October 4, 2023

The regular meeting of the City of Bertram was held on the above date at 7:00pm at City Hall. Mayor Steve Carpenter presided at the meeting. Council members present were Scott Flaherty, Louise Hall, John Klimek (late arrival), Chris Price and Jim Unzeitig.

Price made motion to approve the agenda with one amendment to add item R3-A for Resolution Approving Plat of Survey for Marconey/Glessner Property, MSB Hall. Approved: Flaherty, Hall, Price, Unzeitig. Opposed: Klimek. Motion passed.

Public comment on agenda items: State Representative Cindy Golding was present to witness our meeting and answer any questions.

Price made motion to approve the Consent Agenda as submitted. MSB Hall. Motion approved by unanimous vote.

- Sheriff's Report: 12 calls for service, required hours met.
- Minutes from 9/6 meeting, no corrections.
- October bills (details below consent agenda items).
 Unpaid Bills.....\$20,252.43
 Payroll.....\$1,015.15
 Payroll Claims.....\$1,045.00
 Total.....\$22,312.58
- Treasurer's Report for month ended 9/30/23.
 Total Cash.....\$858,481.03
 Total Investments.....\$303,974.60
 Total.....\$1,162,455.63
 Current Revenues are at 2.8% of Budgeted Revenues
 Current Expenditures are at 4.7% of Budgeted Expenditures
- Update on Nuisance Properties: Ely St dangerous building has been razed; small amount of debris remains. Green St property needs council point of contact per city attorney. Bertram St property seems to be reverting back to what it was like before nuisance abatement was implemented. At the Bertram/Angle St property demo of dangerous building should be completed by end of October. Hall will be council point of contact on all properties.

October Bills:

Payee – Unpaid Bills	Purpose	Amount
Alliant Energy/IPL	High Point Electricity	20.38
Alliant Energy/IPL	WATER: Pumphouse Electricity	207.77
Alliant Energy/IPL	City Hall Electricity	52.72
Alliant Energy/IPL	City Park Electricity	20.38
Alliant Energy/IPL	Streetlights	521.18
Casey's Business Mastercard	Fuel for City equipment	160.78
Jared Vogeler	WATER: Operations/Meter Reading	480.00
Kevin Shea	Legal Fees	2,940.00
Keystone Laboratories, Inc	WATER: Water Testing	15.50
Linn Co-Op Oil Co	LP Fuel	30.18
Linn County Sheriff	Police Protection	3,120.00
Orkin	Pest Control	52.00
Pirc-Tobin	WATER: Water extension construction	12,276.49
Steven Carpenter	WATER: Parts for new fountain	129.44
Verizon Wireless	Phone/Internet	87.66
VISA (Berry)	Payroll Services	32.10
VISA (Wilson)	Credit	-15.33
Woodward Community Media	Publication Fees	121.18
	Total Unpaid Bills	20,252.43

Payroll	Amount
Public Works	469.11
Clerk/Treasurer	546.04
	Total Payroll
	1,015.15

Payee – Payroll Claims	Purpose	Amount
IPERS	Retirement benefits	139.88
United States Treasury	Federal Payroll Taxes Q3 2023	905.12
	Total Payroll Claims	1,045.00

Treasurer's Report 9/30	Beg Fund Balance	Deposits	Disbursements	End Fund Balance	Investments	Total Fund Balance
General	559,316.85	6,500.39	62,323.13	503,494.11	303,974.60	807,468.71
Building Fund	17,812.22	0.00	0.00	17,812.22		17,812.22
Park Renovation	5,500.00	0.00	0.00	5,500.00		5,500.00
Road Use Tax	213,117.47	4,202.74	0.00	217,320.21		217,320.21
LOST	217,655.01	3,933.64	0.00	221,588.65		221,588.65
ARPA Fund	43,361.66	0.00	0.00	43,361.66		43,361.66
Water	13,962.62	178,978.17	37,277.27	155,663.52		155,663.52
Total	1,070,725.83	193,614.94	99,600.40	1,164,740.37	303,974.60	1,468,714.97

Price made motion to approve resolution to transfer funds from Water Utility to General Fund the amount reimbursed by the County for the water expansion project. MSB Klimek. Ayes: Unzeitig, Klimek, Hall, Price, Flaherty. None opposed. **Resolution R-18-2023** passed as follows: A RESOLUTION AUTHORIZING THE TREASURER TO MAKE THE APPROPRIATE INTERFUND TRANSFERS OF SUMS AND RECORD THE SAME IN THE APPROPRIATE MANNER FOR FY 2024 FOR THE CITY OF BERTRAM, IOWA - NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bertram, Iowa as follows: SECTION 1: Authorize the Treasurer to Transfer Funds. That the Treasurer be and is hereby authorized by the

City Council to make the appropriate interfund transfer of sums and record the same in the appropriate manner for FY 2024. SECTION 2: Transfer of Funds. The Treasurer will transfer the following sums and to record the same in the appropriate manner: 1. Transfer from the Water Fund to the General Fund- \$139,836.66 to pay for Water Extension Project.

Fehr Graham Updates:

Water Expansion Project – final walk-through is complete. The new water fountain has hydrant feature so no need to approve additional change order to add it. Klimek made motion to approve Change Order #2, Passment #3, Approve the Project and approve Passment #4. MSB Hall. Motion passed by unanimous vote.

ADA Transition Plan – Major action item is ADA compliance at City Hall. Estimated cost to complete updates is less than \$25,000 and council will need to set timeline for completion. Recommendation is to remove the few remaining sidewalks as they are in terrible condition. City will need to ensure any upgrades to restroom at park is ADA compliant when installed. Need to determine if future developments will require sidewalks and, if so, they will need to be ADA compliant. Draft plan has been submitted to Council for review and update with target dates/dollars for official action at November meeting.

Hall made motion to appoint five members to Board of Adjustment and Planning and Zoning Committee. MSB Klimek. Ayes: Unzeitig, Klimek, Hall, Price, Flaherty. Opposed none. **Resolution R-19-2023** passed with following appointments: BOA Mark Droessler – 5 years 10/4/2028, BOA Clarence Hillebrand – 4 years 10/4/2027, BOA Bob Malone – 3 years 10/4/2026, BOA Dixie Long – 2 years 10/4/2025, BOA Doug Kula – 1 year 10/4/2024. P&Z Chair is Kevin Shea; Committee members George Pate, Ellen Hillebrand, Dave Hunt.

Price made motion to approve a plat of survey for Skyline Drive Parcel A and deed acceptance for Parcel 1. MSB Hall. Ayes: Unzeitig, Klimek, Hall, Price, Flaherty. Opposed none. **Resolution R-20-2023** approved as follows: WHEREAS, A PLAT OF SURVEY, containing two (2) parcels has been filed with the City of Bertram, Iowa and has been approved by the Planning and Zoning Commission of the City of Bertram subject to certain restrictions, and after consideration, the same is found to be correct and in accordance with the provisions of the laws of the State of Iowa and the ordinances of the City of Bertram, Iowa, in relation to Plats and Additions to Cities, NOW THEREFORE BE IT RESOLVED BY THE CITY OF BERTRAM, IOWA, that said plat and dedications of said Plat of Survey in Bertram Linn County, Iowa, be and the same is hereby acknowledged and approved, subject to restrictions that no additional development or building be allowed on Parcel A until such time as Skyline Drive is improved to provide access to the lot and provide a sufficient turn around for emergency vehicles. Any development or building shall be done in accordance with the Building and Zoning regulations of the City of Bertram in effect at the time of development or building. IT IS FURTHER RESOLVED; that Parcel 1 be deeded to the City so as to provide additional right of way for the purpose of constructing the turnaround referenced above. All improvements to Skyline Drive and construction of an appropriate turn around shall be at the expense of the then owner of Parcel A. IT IS FURTHER RESOLVED; that the warranty deed presented to the council at this time be accepted subject to the terms set forth in this resolution.

Klimek made motion to accept Mayor Carpenter proposal of new public works employee, Tom Schmitt, with a starting rate of \$25/hour beginning 10/6/2023. MSB Price. Motion approved by unanimous vote.

Two bids have been received for snow removal of five requested. Cut Above is no longer in business. Klimek is expecting another bid or two by end of week. Based on Price's experience, expect a minimum 20 events and need to make sure we factor in call-backs and refreeze/additional saltings. Timberlake should not be included in any bids as Timberlake HOA fees cover snow removal. Several bids are per push – which means we would not be priority. Estimates are roughly \$50K; we could buy a new truck, sell Big Red and within a year be at the same place financially. No further action taken at this time.

Hall made motion to approve credit card for Bertram Public Works. MSB Klimek. Motion approved by unanimous vote.

Codification is being prepared for next steps.

If City to proceed with ordering new plow truck, we need to make sure it has a VBox spreader that can be set up in both trucks. Price to follow-up with Future Line.

Water service rates: Treasurer to have draft of proposed changes ready to share with customers. Need to move forward with notices/public hearing for November meeting.

Alliant only trimmed a few limbs away from the power line. The dead ash at the entrance to City Park remains. Need to work with contractors to get it taken down.

Correspondence:

Price made motion to move the November meeting from 11/1 to 11/8 at 7:00pm at City Hall. MSB Hall. Motion approved by unanimous vote. Special meeting scheduled for 10/26/2023 at 7:00pm at City Hall for further snow removal discussion and any other city business needed. Berry and Keuhl to attend IA League of Cities Budget Workshop in November as there have been changes to reporting/publishing requirements. Carpenter to check on grant availability for tornado shelters to see if it is an option for Bertram.

Open to Floor:

State Rep Cindy Golding has resources for grant availability and training noted in her newsletter. The city should be aware of out-of-state contractors coming in and doing work that only meets minimum code which has been causing issues in other communities. City should consider ordinances to address setbacks especially if pipelines are to come through the area. Be mindful of bill for a statewide requirement for storm water runoff – currently stalled, but still alive.

Jon Kaut, Ely St requested information regarding the survey of easements. City requested the survey to ensure easements were accurately recorded as we look into storm water runoff projects to improve water flow throughout the city. The survey revealed only minor corrections in a few places. Until these projects are complete, City will not make a determination on whether or not to vacate existing easements/alleyways.

Price made motion to adjourn. MSB Klimek. Meeting adjourned at 8:18pm by unanimous vote.

Lisa Berry, Treasurer