

**September 2, 2020**

The regular meeting of the City of Bertram was held on the above date at 7:00pm virtually via Zoom/phone conference and in person at City Hall. Mayor Dave Hunt presided at the meeting. Council members present were Steve Carpenter, Bill Mulholland, Chris Price, and Margy Wilson. Council member Kim Morahan was absent.

Price made motion to approve the agenda as posted. MSB Wilson. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Motion carried.

Carpenter made motion to open joint public hearing with Linn County Board of Supervisors to discuss vacation of Deer Trail. MSB Wilson. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Motion carried. Dummermuths have requested vacation of this roadway and any right of way along it. The road leads into a gated off area and has been serving as a long driveway for the Dummermuth's. Vacation would remove county access to the right of way, but any utility access would remain under ownership of utility company. County received a call from Keith Kinze who was in favor of the vacation. City Council received no feedback on this issue prior to the meeting. City's only concern would be maintenance of any culverts along vacated property, which would become property owner's responsibility. The only other concern of the City is runoff, especially if there is any further development of the land, but zoning and nuisance ordinances will direct any necessary action(s). Other discussion: A small portion of the road at the top of the hill will remain as a public street; this vacation will not affect the interurban right of way. Carpenter made motion to close the public hearing. MSB Price. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Public hearing closed.

Public comments on agenda items: None.

Mulholland made motion to approve the minutes from the August meetings. MSB Carpenter. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Motion carried.

Sheriff's Report: 32.20 hours; 6 calls for service.

Mulholland made motion to accept and pay the following bills for September. MSB Price. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Motion carried.

<b>Warrant No</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
0036	Alliant Energy	City Hall Electricity	51.12
0037	Alliant Energy	Streetlights	550.22
0038	Alliant Energy	City Park Electricity	20.40
0039	Alliant Energy	High Point Electricity	19.82
0040	Verizon Wireless	Phone/Internet	92.94
0041	Woodward Community Media	Publication Fees	60.52
0042	IPERS	Retirement Benefits	198.63
0043	Jason Houghtaling	Payroll	1,615.77
0044	Morgan Houghtaling	Payroll	278.94
0045	Sheldon King	Payroll	139.42
0046	Douglas Kula	Payroll	993.57
0047	David Hunt	Payroll	369.04
0048	Steven Carpenter	Payroll	230.87
0049	Kimberly Morahan	Payroll	230.87
0050	William Mulholland	Payroll	230.87
0051	Christopher Price	Payroll	184.70
0052	Margy Wilson	Payroll	230.87
0053	Lisa Berry	Payroll	903.62
0054	Martin Marietta Materials	Sand for snow/ice removal	463.31
0055	Casey's Business Mastercard	Fuel for City Equipment	273.00
0056	VISA	Fuel/Parts for City Trucks	190.96
0057	John Deere Company	Grapple bucket	4,432.92
0058	P&K Midwest	Hoses/fittings for grapple bucket	394.08
		<b>Total Bills for Operating Account</b>	<b>12,156.46</b>
W0008	Alliant Energy/IPL	Pumphouse Electricity	89.65
W0009	Jared Vogeler	Operations	300.00
W0010	Keystone Laboratories, Inc	Water testing	12.50
W0011	Jason Houghtaling	Payroll	117.00
W0012	Douglas Kula	Payroll	117.00
W0013	Linn Co-op Oil Company	LP Tank refills at pumphouse	337.63
		<b>Total Bills for Water Account</b>	<b>973.78</b>
		<b>Total Bills for September</b>	<b>13,130.24</b>

Additional discussion was on streetlights and why the bill didn't go down any despite not having power after the derecho. Since we rent the fixtures, we would need to submit an assessment of which lights are working and which are not to see if can get an adjustment from Alliant Energy. Price to review.

Price made motion to approve the Treasurer's Report for the month ended Aug. 31, 2020. MSB Mulholland. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Motion carried.

	Beg Fund Balance	Deposits	Disbursements	End Fund Balance	Investments	Total Fund Balance
General	583,179.93	1,281.62	8,238.85	576,222.70	65,430.24	641,652.94
Road Use Tax	115,300.05	3,110.99	1,089.00	117,322.04		117,322.04
LOST	82,903.40	3,445.81	0.00	86,349.21		86,349.21
Building Fund	17,787.22	25.00	0.00	17,812.22		17,812.22
Water	15,570.01	0.00	574.40	14,995.61		14,995.61
<b>Total Clerk's Balance</b>	<b>814,740.61</b>	<b>7,963.42</b>	<b>9,902.25</b>	<b>812,801.78</b>	<b>65,430.24</b>	<b>878,232.02</b>
Total Outstanding				313.50		
<b>Total Bank Balance</b>				<b>813,115.28</b>		

Price made motion to amend Resolution R-12-2020 Wages/Salaries for Appointed Officers and Hourly Employees to increase the hourly rate for Morgan Houghtaling from \$12.50/hour to \$15.00/hour effective July 1, 2020, and to retroactively adjust pay for any hours worked up to this current month. MSB Wilson. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). **Resolution R-15-2020 adopted.**

Price made motion to amend Resolution R-12-2020 Wages/Salaries for Appointed Officers and Hourly Employees to increase pay for City Clerk, Lisa Berry, from \$350.00/month to \$425.00/month effective immediately. Ayes: Carpenter, Price, Wilson. Nays: Morahan (absent), Mulholland. **Resolution R-16-2020 adopted.**

Wilson made motion to adopt the Street Financial Report for the fiscal year ended June 30, 2020. Beginning Balance was \$95,455. Expenses were \$42,896 from GF, \$22,888 from RUT, \$46,981 from LOST; Total Exp \$112,765. Revenues were \$42,896 Property taxes, \$37,790 (RUT), \$46,981 (LOST); Total Revenues \$127,667. Ending Balance \$110,357. MSB Carpenter. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). **Resolution R-13-2020 adopted.**

Price made motion to adopt a Procurement Policy that contains guidance for an informal quotation process, a semi-formal competitive quotation process, a formal competitive bidding process, and other city purchases. MSB Carpenter. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). **Resolution R-14-2020 adopted.**

Aug 10 Storm Recovery Updates: 111 loads of debris have been removed from streets and right of ways. Carpenter and Price met with the insurance adjuster to investigate damages to city structures.

- City Hall: Attic area was checked and no other damage found other than existing holes. However, a structural engineer will need to investigate further to ensure there are no rafter or joist damages. Gable vent needs to be sealed up.
- Pumphouse: Extensive roof damage. A fencing company will need to be consulted to see if just the damaged parts can be replaced. The entire roof will need to be tarped and tarp brought down over damaged siding to minimize risk of moisture damage.
- City Park: Multiple rafters broken in pavilion, it will need to be demolished and rebuilt. Tennis court needs to be resurfaced.
- High Point: No damages found.
- Trees: Our policy contained coverage of trees on City property up to \$1000/tree up to \$100,000, which includes any tree within 100 feet of a city-insured structure.
- Safety measures: Need to close the pavilion for use; need to close parks due to hanging limbs/leaning trees
- Next steps: RFPs can be let now that Procurement Policy is in place. We can start getting estimates for repairs and work on getting a structural engineer. Burning of debris is to cease immediately until we get clear direction from IDNR. Adjustor will confirm if we have one or two years to complete repairs. Any work order requests need to be provided to Mayor Hunt who will delegate out to city employees.

200 Angle St Update: House has been torn down and hole filled. One structure and few loose items remain on the property. Nuisance is now abated. It is unknown if any contaminants are now buried on the property. Council to discuss in closed session how to proceed for court date set Sept. 10, 2020.

#### Correspondence:

Price has been reviewing options for tree debris. The county already has too much debris to handle, so their dump sites are not an option.

Mayor Hunt received a call from a company cleaning up debris from a resident's property to see if they could use the dump site. The City has the responsibility to allow all property owners to deposit debris at the city site if they are going to allow any property owner to do so. However, we also have the responsibility of being able to track sources of all debris in order to submit removal for FEMA reimbursement. Council is in favor of allowing contractors working for city residents to use city dump site.

Iowa League of Cities' annual conference will be held Sept. 16-18. If any council member is interested in attending, let City Clerk know.

#### Open to Floor:

Doug Kula: Requests set hours for dump site to be restricted to daylight hours. Council has set 8:00am-6:00pm as open hours, and will adjust as necessary as daylight hours decrease.

Price made motion to close the public portion of the meeting to discuss options for court date set for Sept. 10, 2020, and enter into closed session. MSB Carpenter. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Public meeting closed at 8:41pm.

Price made motion to end the closed session and return to public meeting. MSB Wilson. Ayes: Carpenter, Mulholland, Price, Wilson. Nays: Morahan (absent). Closed session ended and public meeting opened at 9:08pm.

Price made motion to adjourn. MSB Carpenter. None opposed, meeting adjourned at 9:08 PM.

*Lisa Berry, Clerk*