**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

## The Nashua City Council met in special session on July 25, 2022 at Council Chambers in City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Rhonda Dean, Samantha Johnson, Hal Kelleher, and Ernie Willsher. Tim Malven was absent. City employee(s) City Clerk John Ott was present along with Library Board Director Heather Hackman, Water-Waste Water Superintendent Nick Henningsen and Welcome Center Board Member Karmen Mehmen. John Berns and Jon Lutz from Origin Design were also present along with 12 guests.

## Mayor Anthofer asked for consideration approving the regular agenda. Dean/M, Kelleher/S, M/C. RC: 4 ayes and Malven absent.

Mayor Anthofer called for a motion to approve the consent agenda. Minutes from the regular council meeting July 5, 2022, Consent Calendar Payment of Claims July 1-21, 2022 totaling $152,029.74 (see claims report) and the following permits. Building: 524 Greeley, 1014 Greeley, 143 Lakeshore, and 70 Wabash; Liquor license renewals: Big 4 Fair. Willsher/M, Dean/S, M/C. RC 4 ayes, Malven absent.

Mayor Anthofer asked for public comments. He mentioned that he has been informed of a tree that is blocking a stop sign on Hwy 346. He also stated that a citizen had inquired about Dan (Maintenance Supervisor) being able to help get the Figure 8 track into shape. The council agreed that as long as there was time in his schedule to help get the track into shape, he could do it.

Jon Lutz and John Berns from Origin Design gave an update on the Greeley St. project. They shared that some of the funding that the city applied for through CDBG has been denied and the chances of getting approved were not good due to the amount of funding and how the project scored compared to other projects. The Greeley St. project was slated for FY’23, but due to the funding issues they were asking the council on guidance to try to push the project back to FY’24. They talked to STBG (Surface Transportation Grant) who has awarded the City of Nashua $500,000 for a transportation grant scheduled for FY’23 if it would be possible to move the project back and if the city would lose that funding. They informally said that usually it isn’t a problem, but if it keeps getting pushed back they could remove it from the project list. Origin Design asked the council about continuing to work on the Final Design of the project, so if additional funding were to become available the project would be shovel ready. City Clerk Ott will add it as an action/discussion agenda item for August 1st.

Mayor Anthofer called for a motion to approve the following resolutions: 22-41 Resolution Setting Library Employee Wages for FY’23. Dean/M, Willsher/S, M/C. 4 ayes, Malven absent. 22-42 Resolution Approving Chickasaw County 28E Agreement for Emergency Medical Services. Willsher/M, there was no 2nd and so the motion died. Council member Dean motioned to have Mayor Anthofer appoint an adhoc committee for EMS services for Nashua. Council member Johnson informed the attendees that with this decision, it is going to be critical to get help from the citizens. She asked if anyone was interested in helping or knows of anyone who would be interested to let us know.

Mayor Anthofer called for a motion to approve the following building permits: 221 Charles City Road – Johnson/M, Dean/S, M/C. RC: 4 ayes, Malven absent. 96 Amherst Blvd – Johnson motioned to approve the building permit pending approval of the Flood Plain process with local and/or DNR flood plain permit. Kelleher/S, M/C. RC: 4 ayes, Malven absent. And 902 Woodbridge – Johnson/M, Willsher/S, M/C. RC: 4 ayes, Malven absent.

Business of the Mayor:

The Mayor had no business to discuss. .

Department Reports:

City Clerk Ott informed the council that June bank reconciliations have been completed along with June Financial Reports. He reminded the council that the office will be closed for training July 27-29, 2022. He also reminded the council of two public hearings set for August 1st. Public hearing opening bids for city properties for sale and public hearing on vacating Madison St. Easterly Side of Blocks 6 & 7.

City Council

The City Council mentioned that 4 people attended the last coffee with the council, so the word is getting out. The next Coffee With the Council will be scheduled this fall.

Nick Henningsen Water/Waste Water Superintendent gave his monthly report. He talked about doing a dig by the Co-op that may/may not be a leak, but they can’t detect if there is a leak due to the lines being plastic lines and so they would just have to do an exploratory dig. He also talked about having a high level of oil/grease in one of his samples, but he never has oil/grease in his samples, so he thinks something happened and so he completed another sample and sent it to the lab. He has not received the results back of the 2nd sample.

Heather Hackman Library Director presented her monthly report.

Discussion/Action

The City Council discussed numerous actionable topics. They discussed whether or not they should change Code of Ordinances for Fire Department Fee for Services. Johnson M/ and Dean/S to table discussion until there were more items to change within the ordinance. M/C. RC: 4 ayes, Malven absent. The council discussed the stipened that will be paid out to the Fire Department in FY’23. Dean/M, Johnson/S to stick to the current pay schedule of $200/fire fighter paid in November, but stated the checks should be issued to the individual fire fighters and not just one check paid to the Fire Department. M/C, RC: 4 ayes, Malven absent. Johnson/M, Dean/S to table discussion on Chickasaw County Land Mobile Radio Equipment Transfer because Fire Chief Johnson recommended the council hold off until Chickasaw County signs off on the agreement. M/C, RC: 4 ayes, Malven absent. The council discussed a utility bill that was extremely high due to a leak. The resident fixed the issue and brought in receipts. Willsher/M, Dean/S, to adjust the bill for water and sewer usage based on the average of the past 6 months. M/C. RC: 4 ayes, Malven absent. Dean/M, Willsher/S, to give City employees who have not yet received a pay increase to give a 2% increase retro-active from July 1, 2022 and will re-evaluate in 6 months. M/C, RC: 4 ayes, Malven absent. Dean/M, Johnson/S to approve hiring a building inspector to inspect the properties located at 123 Aspinwall, 316 Aspinwall, 110 Saint Lawrence, and 515 Brasher St to see if they are safe to live in. M/C. RC: 4 ayes, Malven absent. Willsher/M, Dean/S, to approve transferring FY’22 surplus budget dollars to a money market account. M/C. RC: 4 ayes, Malven absent. The council discussed the needed deck repairs at the Welcome Center. City Clerk Ott will issue a work order for city workers to repair the deck. The council also discussed painting the Welcome Center, but more information will need to be gathered as the estimate that was received last year will no longer be accurate. City Clerk Ott will also call Schindler elevator to see where we are on the elevator repair. Dean/M, Willsher/S, to approve a $250.00 advertising budget for the Deputy City Clerk position. The position will be posted on Indeed and several other local area sites M/C. RC: 4 ayes, Malven absent.

There was no other business. Johnson/M to adjourn. Kelleher/S, M/C. Roll Call: 4 ayes, Malven absent. The meeting adjourned at 8:56PM.

 Pending Approval by Council

## John Ott

## City Clerk

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| CLAIMS REPORT (JULY 1-21, 2022) |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| U.S. POST OFFICE  | GAR/SWR/WR BILLS JULY '22  | $201.32 |
| BADGER METER  | WTR-MTRS SVC CON JUN '22  | $593.63 |
| BLAZEK CORPORATION  | SEWER-CLARIFIER REPAIR INS  | $8,443.55 |
| BRUENING ROCK PRODUCTS INC  | STREETS-ROAD ROCK ST. MAINT  | $106.22 |
| BUTLER-BREMER COMMUNICATIONS  | PHONE EXP - JUNE '22  | $298.48 |
| CHICKASAW COUNTY AUDITOR  | Q1 FY '23 AMB SVC AGREEMENT  | $11,472.05 |
| CHICKASAW COUNTY SHERIFF OFFIC | PD-COUNTY CONTRACT 21'22  | $59,082.40 |
| DIETZZ, INC  | PARKS-DOCK REPAIR  | $2,356.00 |
| HEIMAN INC.  | FD-RURAL  | $325.09 |
| HINSON CONSULTING GROUP  | CH-CREDIT CHECK J. W.  | $50.00 |
| IOWA DNR  | WATER-WATER SUPPLY FEE FY '23  | $170.83 |
| IOWA MUNICIPALITIES WORKERS  | WORKER'S COMPENSATION PREMIUM  | $1,262.00 |
| J.F. BRENNAN CO., INC.  | DAM-DIVE INSPECTION  | $10,220.00 |
| NAPA AUTO PARTS  | STREETS-SUPPLIES  | $90.00 |
| NEW HAMPTON TRIBUNE NASHUA  | CH-LEGAL PUB  | $182.40 |
| S & T COLLISION  | PARKS-TRUCK REPAIR  | $224.12 |
| STOREY KENWORTHY MATT PARROTT  | WATER-METER RED SHEETS  | $25.63 |
| ZARNOTH BRUSH WORKS, INC.  | STREETS-SWEEPER BRUSHES  | $113.20 |
| AMERICAN PATCHWORK  | LIB-SUB  | $39.97 |
| BAKER & TAYLOR  | LIB - BOOKS  | $351.72 |
| BUTLER-BREMER COMMUNICATIONS  | LIB-PHONE EXP JUNE '22  | $37.31 |
| CENTER POINT LARGE PRINT  | LIB - BOOKS  | $68.24 |
| CHRISTMAS FROM THE HEART  | LIB - BOOKS  | $35.87 |
| CONSUMER REPORTS  | LIB-SUB  | $30.00 |
| COUNTRY SAMPLER  | LIB-SUB  | $25.00 |
| DEMCO  | LIB-SUPPLIES  | $405.07 |
| DISCOUNT SCHOOL SUPPLIES  | LIB-SUB  | $125.21 |
| DISNEY MOVIE CLUB  | LIB -DVD'S  | $128.22 |
| GARDEN GATE  | LIB-SUB  | $45.00 |
| GORDON FLESCH COMPANY INC GFC  | LIB-SUPPLIES  | $329.00 |
| INGRAM  | LIB - BOOKS AND DVD'S  | $359.20 |
| MIDWEST GAME AND FISH  | LIB-SUB  | $18.00 |
| NASHUA PUBLIC LIBRARY  | LIB-PETTY CASH  | $60.32 |
| READER'S DIGEST  | LIB-SUB  | $30.00 |
| TASTE OF HOME  | LIB-SUB  | $24.98 |
| WOMAN'S DAY  | LIB-SUB  | $21.92 |
| BLUE LILY CREATIONS BY CANDIDA | WC-VNDR COMM APRIL SALES  | $63.00 |
| DON BOSS  | WC-VNDR COMM JUNE '22 SALES  | $45.38 |
| CALICO MEADOW SOAP LLC  | WC-VNDR COMM MAY '22 SALES  | $16.50 |
| JAN CLEMENT  | WC-VNDR COMM JUNE '22 SALES  | $118.88 |
| D & B CRAFTS  | WC-VNDR COMM APRIL SALES  | $9.00 |
| DEUTH, BRENDA  | WC-VNDR COMM JUNE '22 SALES  | $115.28 |
| SHERYL DORMAN  | WC-VNDR COMM JUNE '22 SALES  | $329.76 |
| FAMILY FARMS CHARITIES  | WC-VNDR COMM JUNE '22 SALES  | $18.75 |
| FRISKY FOX VINEYARD LLP  | WC-VNDR COMM JUNE '22 SALES  | $103.53 |
| ROGER GIGLER  | WC-VNDR COMM JUNE '22 SALES  | $72.00 |
| KATHLEEN HENRY  | WC-VNDR COMM JUNE '22 SALES  | $37.50 |
| HOMESPUN TREASURER  | WC-VNDR COMM APRIL SALES  | $20.26 |
| ANDREA KING  | WC-VNDR COMM JUNE '22 SALES  | $93.00 |
| KJ DESIGN LLC  | WC-VNDR COMM APRIL SALES  | $15.00 |
| LA PETITE BOUTIQUE  | WC-VNDR COMM JUNE '22 SALES  | $55.50 |
| SHARON LEERHOFF  | WC-VNDR COMM JUNE '22 SALES  | $182.33 |
| LINDA LENZ  | WC-VNDR COMM JUNE '22 SALES  | $71.25 |
| MAAS, ROBERTA C.  | WC-VNDR COMM JUNE '22 SALES  | $259.34 |
| MARYLEE MEHMEN  | WC-VNDR COMM JUNE '22 SALES  | $32.81 |
| NANCY'S TRUFFLES  | WC-VNDR COMM JUNE '22 SALES  | $37.88 |
| OLD BRADFORD PIONEER VILLAGE  | WC-VNDR COMM MAY '22 SALES  | $14.25 |
| JANET PETEFISH  | WC-VNDR COMM APRIL SALES  | $34.50 |
| DARLENE RICKART  | WC-VNDR COMM JUNE '22 SALES  | $52.50 |
| ROEDER POWDER COAT & MACHINE  | WC-VNDR COMM JUNE '22 SALES  | $46.50 |
| DANIELLE SCHELL  | WC-VNDR COMM JUNE '22 SALES  | $73.88 |
| NANCY SCHERER  | WC-VNDR COMM JUNE '22 SALES  | $133.88 |
| SANDY'S STICHES  | WC-VNDR COMM JUNE '22 SALES  | $51.75 |
| KEN SCHWICKERATH  | WC-VNDR COMM JUNE '22 SALES  | $26.25 |
| SENNER, ANN L  | WC-VNDR COMM JUNE '22 SALES  | $361.68 |
| SLADEK, CATHERINE  | WC-VNDR COMM MAY '22 SALES  | $77.44 |
| SNELLING, MARLENE  | WC-VNDR COMM JUNE '22 SALES  | $42.75 |
| TERESA STAUDT  | WC-VNDR COMM JUNE '22 SALES  | $27.00 |
| LISA STEINLAGE  | WC-VNDR COMM JUNE '22 SALES  | $102.75 |
| SHIRLEY STEVENSON  | WC-VNDR COMM JUNE '22 SALES  | $68.25 |
| THE COUNTRY COTTAGE  | WC-VNDR COMM JUNE '22 SALES  | $54.75 |
| GLADICE TIDEMANSON  | WC-VNDR COMM MAY '22 SALES  | $25.50 |
| ZWEIBOHMER SHELLEY  | WC-VNDR COMM JUNE '22 SALES  | $7.31 |
| WEINBERG, THERESA  | WC-VNDR COMM JUNE '22 SALES  | $82.50 |
| COOLEY PUMPING  | PARKS - PORTAPOTTIES  | $285.00 |
| CRONIN, SKILTON, SKILTON  | CH/DAM/FD/SEWER - LEGAL ADVICE  | $1,332.00 |
| DEMRO ELECTRIC  | PARKS-BAD BREAKER  | $78.72 |
| PEDERSON PLUMBING  | WC-AC CONDENSOR CLEAN  | $42.80 |
| WEX BANK  | CITY FUEL EXPENSES  | $1,706.91 |
| AVESIS  | VISION - AUG '22  | $61.66 |
| DELTA DENTAL OF IOWA  | DENTAL INS - AUG '22  | $134.34 |
| GIS BENEFITS  | DEATH/DISABILITY - JULY '22  | $91.84 |
| JENDRO SANITATION SERVICE  | GAR/REC - JULY '22  | $11,539.53 |
| LEROY'S REPAIR  | PARKS/STREETS - SUPPLIES  | $25.99 |
| MICK GAGE PLBG & HTG, INC  | PARKS - SEWER UNPLUGGED  | $325.00 |
| MIDAMERICAN ENERGY  | PARKS - GAS/ELEC JULY '22  | $20.68 |
| OTT, JOHN  | WC-REIMB SUPPLIES  | $104.86 |
| PEOPLESERVICE INC.  | water waste water contract  | $20,655.00 |
| WEDEKING ELECTRIC LLC  | PARKS - BREAKER  | $97.04 |
| BLUE CROSS WELLMARK  | HEALTH INS - AUG '22  | $4,639.86 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,010.96 |
| TREASURER STATE OF IOWA  | STATE TAX  | $306.00 |
| IOWA DEPARTMENT OF REVENUE  | SEWER-Q2 2022 SALES TAX  | $309.93 |
| IOWA DEPARTMENT OF REVENUE  | WATER-Q2 2022 WET TAX  | $1,097.79 |
| IOWA DEPARTMENT OF REVENUE  | WC-Q2 2022 SALES TAX  | $548.85 |
| CSG FORTE PAYMENTS  | WTR/SWR-ACH/MONTHLY BNK FEES  | $27.00 |
| Accounts Payable Total  |   | $145,774.10 |
| Payroll Checks  |   | $6,255.64 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $152,029.74 |
| GENERAL FUND  |   | $97,670.91 |
| LAKE/DAM  |   | $10,454.00 |
| ROAD USE  |   | $3,456.52 |
| EMPLOYEE BENEFIT  |   | $5,098.96 |
| WATER  |   | $13,762.80 |
| SEWER  |   | $21,586.55 |
| TOTAL FUNDS  |   | $152,029.74 |

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| Revenues  | June Rev | Year End Rev |
| GENERAL FUND TOTAL | 44,290.04 | 857,467.49 |
| WODD DAYS FUND TOTAL | 24,280.00 | 41,504.36 |
| LAKE/DAM TOTAL | 12,936.39 | 59,977.72 |
| URBAN REVITAL (LOST ONLY) TOTA | 24,155.61 | 206,109.12 |
| ROAD USE TOTAL | 27,198.00 | 217,192.96 |
| EMPLOYEE BENEFIT TOTAL | 1,951.02 | 135,669.80 |
| EMRGNY FUND (TRAN TO GF) TOTA | 188.25 | 13,112.05 |
| LOCAL OPTION TAX TOTAL | 17,785.76 | 233,167.75 |
| SPECIAL REVENUES-LAKE/DAM TOTA | 0 | 0 |
| TIF FUNDS TOTAL | 287.5 | 47,606.04 |
| SPECIAL REVENUES-URBAN RE TOTA | 0 | 0 |
| ASSET FORFEITURE TOTAL | 0 | 0 |
| DEBT SERVICE TOTAL | 28,557.66 | 345,933.67 |
| CAPITAL IMPROVEMENT LEVY TOTA | 0 | 0 |
| FEMA FUND #301 LAKE/DAM TOTAL | 0 | 0 |
| FIRE DEPARTMENT (FEMA) TOTAL | 0 | 0 |
| ARPA Funds Covid 19 TOTAL | 0 | 123,795.98 |
| PERM FUNDS-LIB WATSON TOTAL | 43.49 | 158.28 |
| PERM FUNDS-CITY WATSON TOTAL | 109.82 | 9,889.32 |
| PERM FUNDS-LIBRARY-BERRIE TOTA | 0 | 219.66 |
| GRANDY ESTATE - LIBRARY TOTAL | 0 | 0 |
| WATER TOTAL | 24,146.75 | 271,177.93 |
| UTILITY DEPOSITS TOTAL | 0 | 2,250.00 |
| SEWER TOTAL | 38,321.78 | 468,376.66 |
| SEWER SINKING TOTAL | 13,302.67 | 159,632.04 |
| STORM WATER UTILITY TOTAL | 4,622.41 | 54,250.88 |
| TOTAL REVENUE BY FUND | 262,177.15 | 3,247,491.71 |

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