**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

## The Nashua City Council met in regular session on September 19, 2022 in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Rhonda Dean,Samantha Johnson, Tim Malven, Hal Kelleher, and Ernie Willsher. City employee(s) City Clerk John Ott was present along with Water/Waste Water Superintendent Nick Henningsen. There were also 4 guests in attendance.

## Mayor Anthofer asked for consideration approving the regular agenda. Willsher/M, Malven S, M/C. RC: All Ayes.

## Mayor Anthofer called for a motion to approve the consent agenda: Minutes from the Regular Council Meeting Septembrer 6, 2022; Consent Calendar Payment of Claims September 2-15, 2022 – Payment of Claims (see claims report): total claims to be paid $18,141.36 + $6,218.99 (wages). Malven/M, Willsher/S, M/C. RC: All Ayes.

## Mayor Anthofer asked for public comments. One citizen mentioned a tree blocking the stop sign on the corner of Monroe and Sample St. The council will send the citizen a courtesy letter about taking care of the tree.

Public Hearings

Malven/M, Johnson/S, M/C to move the public hearing date for adding a New Code of Ordinance to the Nashua Code of Ordinances Establishing a Volunteer Ambulance Service to October 3, 2022. RC: All Ayes.

Johnson/M, Willsher/S M/C to change the public hearing date for amending the Code of Ordinance to the Nashua Code of Ordinances relating to Garbage/Solid Waste Collection Rates to October 3, 2022. RC: All Ayes.

Dean/M, Malven/S M/C to set a public hearing date for FY’22 Annual Financial Report for October 17, 2022. RC: All Ayes.

Resolutions

Willsher/M, Malven/S, M/C to approve 22-47 Resolution Approving Signature Requirements for Nashua Public Library for Lincoln Savings Bank. RC: All Ayes.

Malven/M, Johnson/S, M/C to approve 22-48 Resolution Approving Transfer of ARPA funds to a Super 7 Account. RC: All Ayes.

Permits:

Johnson/M, Dean/S, M/C to approve Building Permit and Excavation/Demolition permit for 714 Lexington. RC: All Ayes. Johnson/M, Dean/S, M/C to approve the Demolition/Excavation permit for 227 Lakeshore Dr. RC: All Ayes.

## Business of the Mayor:

## The Mayor had no business to discuss.

## Department Reports:

City Clerk Ott presented August financial reports and informed the council that August bank reconciliation was complete and ready for review. He informed the council of the Catalyst Meeting on Tuesday if anyone was interested in attending. He reminded the council that he will be gone September 28th-30th for the Iowa League of Cities conference. He also informed the council that the Charles City Area Development Corp is hosting a member appreciation on October 11th and if interested, rsvp is due by October 4th. He also told the council that he will be holding a town hall meeting on October 26th at 7:00PM at the fire station. The town hall is to inform residents about EMS Service (what it is, how it can be funded currently and potential future funding options). He encourages all Nashua residents to attend. He presented the findings from IMWCA’s (Iowa Municipal Worker’s Comp Association) review as well as their recommendations.

City Council:

Dean explained that for residents who have a newer satellite style meter, they can get a free app (EyeOnWater) that can help them save a lot of money if they have a leak. She stated that she uses the app and left a hose on and was using 200 gallons/hour and she said it was just a trickle of continuous flow. The app notified her of the excess usage, and she was able to find the issue, turn off the hose, and save money because she was notified of the leak via the app. She encourages everyone who has the satellite meter to get the app. Johnson stated that there was a 911 meeting, but she was not able to attend.

Nick Henningsen Water Waste/Water Superintendent presented his monthly report. He stated that the dig at the coop that they thought was a leak was not a leak. He informed the council that PeopleServices has developed a plan to add a discharge hydrant to well #3. He also let the council know that the Splash Pad will be taken down soon and they should figure out a plan to fix/stop the cracks in the cement as they are getting pretty bad. One audience member recommended flowable caulk to keep the water from penetrating the cracks and causing further damage. Nick also informed the council that the gear and motor were installed and so both clarifiers are up and running. He also informed the council that the effluent meter went down and it is a required fix. The preliminary estimate for a new one is about $2,000. He let the council know that Westrum was here and did some leak detection, but he won’t know anymore until he gets the report.

Heather Hackman Library Director presented her monthly report to the council.

Discussion/Action

The City Council discussed several actionable topics.

The council discussed the publicly owned ambulance service. The ad-hoc ambulance committee will be looking at an ambulance for the city to possibly purchase. They have talked with Rural who said they may be willing to help with some of the costs such as mobile radios, etc. They also were able to find a Crew Chief for the ambulance service as Zenda Vikturek has offered her services. Their next meeting is scheduled for Tuesday September 27th at 6:30PM.

The council discussed a billing issue at 310 Wentling St, but after discussion; Dean motioned to table a decision until City Clerk Ott can gather more information from the software company. Johnson/S, M/C. RC: All Ayes. Johnson/M, Dean/S, M/C, to bill for water, but not sewer use only for the days that there was a leak at 282 Lakeshore Dr. RC: All Ayes. Dean/M, Johnson/S, M/C to use last year’s average usage from March ’21 to Aug’21 for the billing issue at 109 St. Lawrence. RC: All Ayes. The resident felt that the meter was read incorrectly for the July billing. For another leak at 624 Madison St. Johnson/M, Dean/S, M/C to bill for water only and not sewer for August 19th the day of the leak. RC: All Ayes.

The council also discussed setting a policy in place with parameters of when a citizen will be able to appeal their UB to the council. No decision was made, the council will discuss at the next city council meeting.

Dean/M, Johnson/S. M/C to reduce the number of picnic tables purchased for the Chickasaw County Community Foundation Grant Project from 24 to 12 and not do anything further with the planned electrical at the campground due to budget constraints. RC: All Ayes. The city had already completed change order phase 1.9 in June ‘22, which was a project scope change approved by the Chickasaw County Community Foundation for $5,570.

The council discussed implementing a utility billing policy for snow birds. Dean/M, Johnson/S, M/C to table discussion. RC: All Ayes.

Dean/M, Willsher/S, M/C to approve adding a volunteer endorsement rider to our insurance policy which will provide up to $25,000 medical coverage for up to 10 volunteers after their primary insurance. RC: All Ayes. The cost of the rider is $100/10 volunteers.

There was no other business. Johnson motioned to adjourn. Dean seconded. M/C. RC: All Ayes. The meeting was adjourned at 8:27PM.

##  Pending Approval by Council

## John Ott

## City Clerk

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| CLAIMS REPORT (SEPT 2-15, 2022) |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| BUTLER-BREMER COMMUNICATIONS  | PHONE EXP - AUG '22  | $301.04 |
| IOWA MUNICIPALITIES WORKERS  | WORKER'S COMPENSATION PREMIUM  | $1,262.00 |
| KATRINA'S HELPFUL HOUSE CLEANI | WC-CLEANING JULY '22  | $759.00 |
| ORIGIN DESIGN  |   | $1,260.00 |
| OTT, JOHN  | WTR/SWR-REIMBURSE INDEED  | $325.12 |
| T & K TRACTOR REPAIR  | STREETS - SUPPLIES  | $23.48 |
| WEX BANK  | CITY FUEL EXPENSES  | $2,064.05 |
| JAN CLEMENT  | WC-CRAFTER COMMISSION AUG '22  | $73.50 |
| DEUTH, BRENDA  | WC-CRAFTER COMMISSION AUG '22  | $97.13 |
| SHERYL DORMAN  | WC-CRAFTER COMMISSION AUG '22  | $166.58 |
| FRISKY FOX VINEYARD LLP  | WC-CRAFTER COMMISSION AUG '22  | $93.67 |
| ANDREA KING  | WC-CRAFTER COMMISSION AUG '22  | $31.13 |
| LA PETITE BOUTIQUE  | WC-CRAFTER COMMISSION AUG '22  | $69.75 |
| SHARON LEERHOFF  | WC-CRAFTER COMMISSION AUG '22  | $219.30 |
| MAAS, ROBERTA C.  | WC-CRAFTER COMMISSION AUG '22  | $250.61 |
| MOLLY NEWTON  | WC-CRAFTER COMMISSION AUG '22  | $78.75 |
| NANCY'S TRUFFLES  | WC-CRAFTER COMMISSION AUG '22  | $50.63 |
| ROEDER POWDER COAT & MACHINE  | WC-CRAFTER COMMISSION AUG '22  | $86.25 |
| DANIELLE SCHELL  | WC-CRAFTER COMMISSION AUG '22  | $67.13 |
| NANCY SCHERER  | WC-CRAFTER COMMISSION AUG '22  | $113.86 |
| SANDY'S STICHES  | WC-CRAFTER COMMISSION AUG '22  | $31.50 |
| SENNER, ANN L  | WC-CRAFTER COMMISSION AUG '22  | $118.58 |
| SLADEK, CATHERINE  | WC-CRAFTER COMMISSION AUG '22  | $49.13 |
| TERESA STAUDT  | WC-CRAFTER COMMISSION AUG '22  | $90.00 |
| LISA STEINLAGE  | WC-CRAFTER COMMISSION AUG '22  | $114.38 |
| SHIRLEY STEVENSON  | WC-CRAFTER COMMISSION AUG '22  | $52.88 |
| STUDIO STILES  | WC-CRAFTER COMMISSION AUG '22  | $39.00 |
| THE COUNTRY COTTAGE  | WC-CRAFTER COMMISSION AUG '22  | $78.00 |
| WEINBERG, THERESA  | WC-CRAFTER COMMISSION AUG '22  | $73.88 |
| COOLEY PUMPING  | PARKS - PORTA POTTIES -CEDAR V  | $285.00 |
| INSPECTOR HOUSE CALLS LLC  | 316 ASPINWALL - 2ND INSPECTION  | $265.00 |
| OTT, JOHN  | WC-USB ADAPTER SQUARE TERMINAL  | $31.03 |
| THE MILL, INC.  | DAM - OIL  | $1,373.00 |
| ULINE  | PARKD/WC-SUPPLIES  | $669.74 |
| AMERICAN PATCHWORK  | LIB -SUBSCRIPTIONS  | $29.97 |
| BAKER & TAYLOR  | LIB - BOOKS  | $353.60 |
| BUTLER-BREMER COMMUNICATIONS  | LIB - PHONE EXP AUG '22  | $37.63 |
| CAPITAL SANITARY SUPPLY  | LIB-CLEAN SUPPLIES  | $87.75 |
| CENTER POINT LARGE PRINT  | LIB - BOOKS  | $45.75 |
| COSTUME SPECIALISTS  | LIB-PROG SUPP PIGGIE & ELEPHAN  | $290.00 |
| COUNTRY LIVING  | LIB -SUBSCRIPTIONS  | $32.07 |
| DEMCO  | LIB - OFFICE EQUIP/SUPPLIES  | $234.37 |
| DISCOUNT SCHOOL SUPPLIES  | LIB - PROG SUPPLIS  | $239.33 |
| DISNEY MOVIE CLUB  | LIB-DVD'S  | $45.40 |
| HACKMAN, CHAD  | LIB - LIGHT BULBS/DRAWER  | $40.00 |
| INGRAM  | LIB - BOOKS  | $315.46 |
| NASHUA PUBLIC LIBRARY  | LIB - PETTY CASH  | $58.94 |
| NEW HAMPTON TRIBUNE NASHUA  | LIB -SUBSCRIPTIONS  | $54.00 |
| OUR NEIGHBORS, THE AMISH  | LIB - PROG SUPPLIS  | $325.00 |
| POPULAR SCIENCE  | LIB -SUBSCRIPTIONS  | $12.00 |
| READER'S DIGEST  | LIB -SUBSCRIPTIONS  | $30.00 |
| RILEY'S INC.  | LIB-COLOR COPIER  | $1,210.15 |
| STATE LIBRARY OF IOWA  | LIB - TRAIN/EDUCATION  | $15.00 |
| TASTE OF HOME  | LIB - BOOKS  | $108.72 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $1,936.69 |
| TREASURER STATE OF IOWA  | STATE TAX  | $296.00 |
| IOWA DEPARTMENT OF REVENUE  | SEWER-Q3 AUGUST '22 SALES TAX  | $301.54 |
| IOWA DEPARTMENT OF REVENUE  | WATER-AUG '22 WET TAX  | $1,167.70 |
| IOWA DEPARTMENT OF REVENUE  | WC-AUG '22 Q3 SALES TAX  | $187.19 |
| CSG FORTE PAYMENTS  | WTR/SWR - ACH BNK FEE AUG '22  | $23.00 |
| Accounts Payable Total  |   | $18,141.36 |
| Payroll Checks  |   | $6,218.99 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $24,360.35 |
| GENERAL FUND  |   | $13,272.53 |
| LAKE/DAM  |   | $1,373.00 |
| URBAN REVITAL (LOST ONLY)  |   | $265.00 |
| ROAD USE  |   | $3,692.95 |
| EMPLOYEE BENEFIT  |   | $1,245.34 |
| WATER  |   | $2,512.52 |
| SEWER  |   | $1,684.01 |
| STORM WATER UTILITY  |   | $315.00 |
| TOTAL FUNDS  |   | $24,360.35 |

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