**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

The Nashua City Council met in regular session on April 6, 2020 in Council Chambers at City Hall. Pursuant to Iowa Code 21.8 the meeting was also held electronically due to concerns of Covid-19 and social distancing guidelines put in place by Governor Kim Reynolds. The meeting was called to order at 7:00PM with Mayor Betsinger presiding. Council members present were Scott Cerwinske, Thomas Johnson, and Harold Kelleher III. Alex Anthofer was present, but participated remotely. Charles Shelby was also present remotely at 7:09PM. City employee(s) City Clerk John Ott was present as well as Police Chief Jeremy Iriarte. There were 6 guests that participated remotely as well.

Mayor Betsinger asked for consideration approving the agenda Cerwinske Motioned Johnson Seconded. Motion Carried.

Mayor Betsinger asked if anyone had public comments. A resident commented about some of the landscaping work that needs to be addressed by the ambulance garage. John Ott read a memo from the WODD Committee about Water Over the Dam Days being moved to August due to Covid-19. The council agreed with the decision to move Water Over the Dam Days to August.

Mayor Betsinger called for a motion to approve the minutes from the Council Meeting on March 16, 2020 as well as the Special Meeting on March 24, 2020. Anthofer Motioned. Johnson Seconded. Motion Carried.

Mayor Betsinger called for a motion to open the Public Hearing for Notice to Bidders and Notice of Public Hearing on Proposed Plans and Specifications, Proposed Form of Contract and Estimate of Cost for the Constructions of the Scour Repair and Mitigation, Cedar Lake Dam, FEMA PW#301 - Disaster #4289 (DR-4289) Project in and for the City of Nashua, Iowa. Johnson Motioned. Cerwinske Seconded. Motion Carried the Public Hearing was opened at 7:05PM. Nathan Miller from IIW asked if there were any questions about the notice. The council had no questions. Mayor Betsinger called for a motion to close the Public Hearing. Kelleher Motioned. Johnson Seconded. Motion Carried. The Public Hearing was closed at 7:08PM. Roll Call: Anthofer – Aye, Cerwinske – Aye, Johnson – Aye, Kelleher – Aye, Shelby - Absent

Mayor Betsinger asked if there was a motion to pass the following resolutions:

20-18 – Resolution Setting the Wages and Compensation for City of Nashua Employee’s for FY ‘20/21. Cerwinske Motioned. Anthofer Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske – Aye, Johnson – Aye, Kelleher – Aye, Shelby – Aye

20-19 – Resolution to Appoint Lou Ann Murphy as Treasurer. Anthofer Motioned. Kelleher Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske – Aye, Johnson – Aye, Kelleher – Aye, Shelby – Aye

20-20 – Resolution to Hire Brian Byers for the Park’s/Maintenance Position. Kelleher Motioned. Cerwinske Seconded . Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske – Aye, Johnson – Aye, Kelleher – Aye, Shelby – Aye

20-21- Resolution to Hire a Part-Time Librarian Christine Siemons. Johnson Motioned. Anthofer Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske – Aye, Johnson – Aye, Kelleher – Aye, Shelby – Aye

Mayor Betsinger asked for a motion to approve the consent calendar payment of claims.

Payment of Claims (see claims report): Total claims to be paid: $60,138.54+$7,351.06 (Wages)

1. General Fund: $28,747.19
2. Road Use: $5,486.81
3. Employee Benefits $3,765.66
4. Water - $13,029.48
5. Sewer: $16,460.46
6. Total Funds: $67,489.60

Cerwinske Motioned. Johnson Seconded. Motion Carried.

Building Permits

Mayor Betsinger asked the council for a motion to approve the following building permits: 206 Jay St, 223 Panama St., 185 Mill St, 424 Main St., and 402 St. Lawrence St. Anthofer Motioned to approve all building permits except 206 Jay St. Cerwinske Seconded. Motion Carried. All building permits were approved with the exception of 206 Jay St. because the city did not have enough information about the contract with the city to approve the building permit.

Mayor Betsinger asked the council for a motion to approve the following Demolition/Excavation permits: 185 Mill St. and 2757 Charles City Rd.

Cerwinske Motioned. Johnson Seconded. Motion Carried.

Mayor Betsinger called for a motion to approve the alcohol permit for Caseys. Anthofer Motioned. Cerwinske Seconded. Motion Carried.

Special Permits

None

Business of the Mayor:

Mayor Betsinger requested a public hearing be set for May 4, 2020 for a budget amendment. Cerwinske Motioned. Kelleher Seconded. Motion Carried.

Department Reports

City Clerk Ott talked about some of the concerns with budget shortfalls due to Covid-19. He also gave the council the March Financial Reports to review and answered questions that were asked. He reviewed some of the helpful resources that are available due to Covid-19 for both Employees and Employers, some of the resources that were talked about include: (CARE’s Act which will help small business through Paycheck Protections”, Economic Injury Disaster Loans, Tax Provisions, Payment and Relief for Individuals, Unemployment, Health Care Provisions, State and Local Aid, Small Business Administration (SBA) , Organizational Grants Facebook, Yelp, Quickbooks, Low Income Home Energy Assistance Program (LIHEAP) and Northeast Iowa Community Action). If anyone would like more information they can contact city hall.

Council Members:

Councilman Kelleher wanted to inform the council about the closing of the parks and playgrounds per Governor Kim Reynolds order issued for April 7th. The City of Nashua will tape off the equipment and shelters and possibly put up barricades at the entrances of all city owned parks. Councilman Cerwinske wanted to let the council know that Emergency Management is looking for 2 volunteers to run errands and make deliveries for persons who are quarantining for Covid-19.

Police Chief Jeremy Iriarte/Sheriff Martin Hemann reviewed their monthly activity reports. Police Chief Iriarte also briefed the council on some of the new guidelines that were put in place by Governor Reynolds. He wants to remind the public to make sure they are following Governor Reynolds’ guidelines on facility closings and Social Distancing.

Discussion/Action Items

The local purchase policy encouraging local purchases was approved by the council. Anthofer Motioned. Cerwinske Seconded. Motion Carried.

The council liked the idea to put a give one/take one food pantry outside city hall for residence to either donate canned food products or get needed canned goods; however with the outbreak of Covid 19 the council decided that it was not a good time to put one in place. The council also discussed putting in a community garden and either using the empty lot by the Post Office or putting it in the park. They will discuss it further before a decision will be made.

Other Business:

City Clerk Ott stated that he has been looking for other funding opportunities for the Greeley St. project and a couple of potential opportunities are the Pre-Disaster Mitigation Grant Program (PDMGP) or Hazard Mitigation Grant Program (HMGP); however engineering for the project would have to be completed or nearly completed to address everything required in the application according to INRCOG.

There was no other business:

Cerwinske motioned to adjourn. Johnson Seconded. Motion Carried.

The meeting adjourned at 8:09PM.

Pending Approval by City Council

John Ott

City Clerk

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT (March 17-April 6, 2020) | |  |
| VENDOR | REFERENCE | AMOUNT |
| T & K TRACTOR REPAIR | RURAL FD - VEHICLE REPAIR | $50.94 |
| DELTA DENTAL OF IOWA | DENTAL INS | $243.54 |
| LINCOLN SAVINGS BANK | HSA | $1,700.00 |
| AVESIS | VISION INSURANCE - APRIL 2020 | $52.36 |
| GIS BENEFITS | DISABILITY/LIFE - APRIL 2020 | $67.22 |
| PEOPLESERVICE INC. | water waste water contract | $18,718.00 |
| BLUE CROSS WELLMARK | HEALTH INSURANCE - APRIL '20 | $6,138.91 |
| 20 20 FX LLC | CH-COMPUTER REPAIR | $210.00 |
| ARNOLD MOTOR SUPPLY | PARKS - GAS/OIL | $67.93 |
| CLASSIC CLEANERS | PD - CLOTHING | $25.68 |
| FIRE EQUIPMENT SPECIALTIES | FD-1/2RFD 1/2CITY - | $116.52 |
| FIRE SERVICE TRAINING BUREAU | FD- 1/2RFD/1/2CITY-TRAINING | $50.00 |
| HAWKEYE COMMUNICATION/FANDEL | WC-ANNUAL INSPECT FIRE DEVICES | $434.21 |
| INRCOG | URBAN REVIT-REHAB GRANT FEES | $315.05 |
| JENDRO SANITATION SERVICE | REFUSE/RECYCLING | $10,741.07 |
| NEW HAMPTON TRIBUNE NASHUA | NASHUA REPORTING SUB '20/21 | $35.00 |
| OTT, JOHN | CDL QUERIES PER FMCSA RULES | $2.50 |
| T & K TRACTOR REPAIR | DAM - REPAIR OF HOSES | $883.93 |
| UNITYPOINT CLINIC-OCC. MED. | PARKS - DRUG TEST (REIMBURSED | $185.00 |
| IOWA RURAL WATER ASSOC. | WATER - IOWA RUR WATER MEM DUE | $275.00 |
| CENTURYLINK | WC-PHONE EXP MAR 2020 | $68.93 |
| COMPUTER PROJECTS OF ILLINOIS | PD - SERVICE CONTRACT | $180.00 |
| CRONIN, SKILTON, SKILTON | CH - ATTORNEY FEES | $1,571.15 |
| DOLLAR GENERAL | LIB/WC-SUPPPLIES | $124.05 |
| NASHUA PLUMBING & HEATING | PARK - SUPPLIES | $1,147.60 |
| ON TARGET SOLUTION GROUP | PD- | $825.00 |
| STAPLES CREDIT PLAN | CH-SUPPLIES | $112.14 |
| BENDICKSON, BRITANY | WC-CRAFTER COMMISS FEB '20 SAL | $3.75 |
| DON BOSS | WC-CRAFT COMMISS MAR '20 SALES | $39.38 |
| JAN CLEMENT | WC-CRAFTER COMMISS MAR '20 | $97.50 |
| NANCY DEMRO | WC-CRAFTER COMMISS MAR '20 | $10.88 |
| SHERYL DORMAN | WC-CRAFT COMMISS MAR '20 | $4.50 |
| FARM CHEM | FD-CLOTHING | $43.81 |
| FRISKY FOX VINEYARD LLP | WC-CRAFT COMMISS MAR '20 SALES | $30.49 |
| ROGER GIGLER | WC-CRAFTER COMMISS MAR '20 | $11.25 |
| JOHN DEERE FINANCIAL | STREETS - OIL LOADER/TRUCK | $231.20 |
| ANDREA KING | WC - CRAFTER COMM FEB SALES | $4.50 |
| SHARON LEERHOFF | WC-CRAFT COMMISS MAR '20 | $58.65 |
| MAAS, ROBERTA C. | WC-VENDOR COMM MARCH '20 | $17.21 |
| MIDAMERICAN ENERGY | GAS/ELEC EXP FEB 2020 | $6,234.78 |
| NEW HAMPTON TRIBUNE NASHUA | CH-LEGAL PUBLICATIONS | $649.66 |
| OTT, JOHN | CH-CLOUD BACK UP SUBSCIPT | $77.03 |
| DARLENE RICKART | WC-CRAFTER COMMISS MAR '20 | $52.50 |
| ROEDER POWDER COAT & MACHINE | WC-CRAFTER COMM MAR '20 | $30.00 |
| SANDY'S STICHES | WC-CRAFTER COMMISS MAR '20 | $10.50 |
| DANIELLE SCHELL | WC-CRAFT COMMISS FEB '20 SALES | $33.75 |
| NANCY SCHERER | WC-CRAFT COMM MAR '20 | $100.76 |
| SENNER, ANN L | WC-CRAFTER COMMISS MAR '20 | $35.90 |
| TERESA STAUDT | WC-CRAFT COMMISS MAR '20 | $6.75 |
| THE COUNTRY COTTAGE | WC-CRAFTER COMMISS MAR'20 | $205.13 |
| GLADICE TIDEMANSON | WC-CRAFTER COMM FEB '20 SALES | $25.50 |
| ARNOLD MOTOR SUPPLY | PARKS-GAS/OIL EXPENSES | $39.12 |
| BADGER METER | WATER-METER SERVICES FEB 2020 | $622.11 |
| RILEY'S INC. | CH-COPY FEES MARCH 2020 | $179.26 |
| S & T COLLISION | DAM- TIGHTEN LUGS ON BOAT TRLR | $10.00 |
| WEX BANK | CITY FUEL EXPENSES | $342.32 |
| IPERS | REGULAR IPERS | $3,065.03 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $1,996.59 |
| TREASURER STATE OF IOWA | STATE TAX | $354.00 |
| IOWA DEPARTMENT OF REVENUE | SALES TAX - MAR 2020 | $214.00 |
| IOWA DEPARTMENT OF REVENUE | WET TAX -QTR #1 2020 | $959.00 |
| Accounts Payable Total |  | $60,138.54 |
| Payroll Checks |  | $7,351.06 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $67,489.60 |
| GENERAL FUND |  | $28,747.19 |
| ROAD USE |  | $5,486.81 |
| EMPLOYEE BENEFIT |  | $3,765.66 |
| WATER |  | $13,029.48 |
| SEWER |  | $16,460.46 |
| TOTAL FUNDS |  | $67,489.60 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Revenue Report by Fund March 2020 |  |  |  |  |  |
| NAME | NET BUDGET | MTD BALANCE | YTD BALANCE | % Collected | YTD UNCOLLECTED |
| GENERAL FUND TOTAL | $939,345.00 | $31,521.31 | $523,536.65 | 55.73 | $415,808.35 |
| LAKE/DAM (LOST TAX ONLY) TOTA | $30,000.00 | $9,530.87 | $33,824.64 | 112.75 | -$3,824.64 |
| URBAN REVITAL (LOST ONLY) TOTA | $30,000.00 | $9,530.87 | $33,799.72 | 112.67 | -$3,799.72 |
| ROAD USE TOTAL | $220,000.00 | $8,429.77 | $168,741.25 | 76.70 | $51,258.75 |
| EMPLOYEE BENEFIT TOTAL | $115,148.00 | $2,379.88 | $64,686.92 | 56.18 | $50,461.08 |
| EMRGNY FUND (TRAN TO GF) TOTA | $2,882.00 | $275.31 | $7,038.09 | 244.21 | -$4,156.09 |
| LOCAL OPTION TAX TOTAL | $170,000.00 | $11,976.58 | $132,295.68 | 77.82 | $37,704.32 |
| SPECIAL REVENUES-LAKE/DAM TOTA | $0.00 | $0.00 | $0.00 | 0.00 | $0.00 |
| TIF FUNDS TOTAL | $44,800.00 | $84.62 | $14,061.24 | 31.39 | $30,738.76 |
| SPECIAL REVENUES-URBAN RE TOTA | $0.00 | $0.00 | $0.00 | 0.00 | $0.00 |
| ASSET FORFEITURE TOTAL | $0.00 | $0.00 | $0.00 | 0.00 | $0.00 |
| DEBT SERVICE TOTAL | $132,551.00 | $20,486.71 | $104,298.24 | 78.69 | $28,252.76 |
| FEMA FUND #301 LAKE/DAM TOTAL | $0.00 | $0.00 | $2,414.77 | 0.00 | -$2,414.77 |
| PERM FUNDS-LIB WATSON TOTAL | $2,500.00 | $0.00 | $1,839.90 | 73.60 | $660.10 |
| PERM FUNDS-CITY WATSON TOTAL | $16,837.00 | $0.00 | $11,490.01 | 68.24 | $5,346.99 |
| PERM FUNDS-LIBRARY-BERRIE TOTA | $400.00 | $131.01 | $385.49 | 96.37 | $14.51 |
| WATER TOTAL | $245,000.00 | $21,404.72 | $189,828.21 | 77.48 | $55,171.79 |
| UTILITY DEPOSITS TOTAL | $2,000.00 | $300.00 | $1,650.00 | 82.50 | $350.00 |
| SEWER TOTAL | $300,000.00 | $29,479.67 | $296,051.08 | 98.68 | $3,948.92 |
| SEWER SINKING TOTAL | $142,820.00 | $11,901.67 | $107,115.03 | 75.00 | $35,704.97 |
| STORM WATER UTILITY TOTAL | $0.00 | $0.00 | $0.00 | 0.00 | $0.00 |
| TOTAL REVENUE BY FUND | $2,394,283.00 | $157,432.99 | $1,693,056.92 | 70.71 | $701,226.08 |