**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

## The Nashua City Council met in regular session on July 6, 2021 in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Betsinger presiding. Council members present were Alex Anthofer, Scott Cerwinske, Thomas Johnson, Hal Kelleher and Ashley Ludemann. City employee(s) City Clerk John Ott and Police Chief Jeremy Iriarte were present. Nick Henningsen Water/Waste Water Superintendent, Karmen Mehmen Welcome Center Board Member were present along with Brian Schoon and Isaiah Corbin from INRCOG, Sheriff Martin Hemann and 3 guests.

## Mayor Betsinger asked for consideration approving the agenda. Cerwinske/M, Johnson/S, M/C. Mayor Betsinger asked if there were any public comments. There were none. Nick Henningsen Water/Waste Water Superintendent discussed the issues that have been addressed at the Waste Water plant. He had engineers come out and look at the issue and he received estimates from 3 different contractors, which each had 3 different repair options ranging in price from $2,648 to $49,932. Nick has discussed the issue with the engineers and they both feel that in the near term going with option #1 (replacing the broken scum baffle) for $2,648 would satisfy the EPA requirements; however in the future option #2 (replacing the trough, weir, and scum baffle on one clarifier) or 3 (complete replacement of trough, weir and scum baffle in both clarifiers) may be needed. Johnson motioned for option #1 to replace the broken scum baffle for a cost of $2,648. Anthofer seconded. Roll Call: All Ayes.

## Mayor Betsinger called for a motion to pass resolution 21-41 Amending the Administrative Plan for the City of Nashua CDBG Housing Rehabilitation Program. Johnson/M, Ludemann/S, M/C. Roll Call: All Ayes. Mayor Betsinger called for a motion to open the public hearing for CDBG Grant Application Greeley St. Storm Water Improvement. Anthofer/M, Cerwinske/S, M/C. The public hearing was opened at 7:09PM.

## The Mayor opened the Public Hearing for the CDBG Application to address the stormwater improvements along Greeley Street. 13 people were in attendance. The following were written comments submitted by INRCOG.

## How the Need for the proposed activities was identified:

## This Project was identified as a result of a needs assessment and engineering reports and was discussed at numerous Nashua City Council meetings following flooding issues along Greeley Street. The project was also addressed in an independent engineering report (facility plan) which was completed in December 2020.

## Low and Moderate Income (LMI) Needs were identified through a local income survey, conducted in March 2020. Said LMI percentage was determined to be57.33 percentof persons in the community. Nature of Proposed Activities - As identified in the engineer’s facility plan, several of the manholes are experiencing significant infiltration/inflow and this is leading to excessive flows at the Wastewater Treatment Facility. The City would like to replace a section of this sanitary sewer while conducting a street reconstruction project. The project includes sanitary sewer replacements from the manhole at the intersection of Greeley and Bailey Streets south to a manhole on Greeley Street approximately 400-ft south of the intersection with Livingston Street. The vitrified clay pipe sewer will be replaced with PVC piping. Service laterals will be constructed with PVC fittings on the sewer main and lengths of service lateral pipe and fittings up to 5 feet from the main will also be PVC and mate up to existing materials. The masonry manholes will be replaced with one new section of PVC pipe of the same diameter in each direction.

## Funding sources:

##  Estimated Budget

##  CDBG $ 500,000

##  CDBG (Administration) $ 30,000

##  Surface Transportation Black Grant (STBG) $ 500,000

##  Municipal Bonds $ 884,165

##  State Revolving Loan Fund $ 465,570

##  **Total Est. Cost of the Project $2,349,735**

## Total requested amount of CDBG federal funds: $500,000.

## Estimated portion of federal funds that will benefit persons of low and moderate income: $11,627.

## The City has applied for $465,570 in SRF (State Revolving Loan Fund) loan for this project which will be used as local match in addition to municipal bonds.

## This project allows for new and expanded service to the low-and moderate-income families in the region, including senior citizens and persons with fixed incomes.

## Construction would begin in September 2022. Project is estimated to be completed by April 2023. No one is expected to be displaced by the CDBG activities. If there were anyone being displaced the city would follow the HUD Relocation and Displacement Policy.

## Project application will be submitted on or before September 1, 2021.

## The city council addressed **COMMUNITY DEVELOPMENT AND HOUSING NEEDS ASSESSMENT**

## **Community Name: City of Nashua, Iowa**

## COMMUNITY DEVELOPMENT AND HOUSING NEEDS ASSESSMENT OF LOW- AND MODERATE-INCOME PERSONS

## Housing Rehabilitation.  With a high percentage of low-to-moderate income residents within the community the City feels a need to encourage and help residents with improvements to their homes.  Needed improvements include exterior maintenance needs, energy efficiency improvements, and accessibility enhancements. The city is currently working with INRCOG on a CDBG Home Ownership Rehabilitation Grant through IEDA. The city has been approved for a total of 7 homes if the project budget and timing allows. (HIGH)

## COMMUNITY DEVELOPMENT AND HOUSING NEEDS OF NON-LMI RESIDENTS

## As part of a desire to see reinvestment in the City’s downtown area, the city applied for and was awarded a $100,000 Catalyst Grant funded through the IEDA. This grant will help a local business renovate their building and allow space for multiple businesses. (High)

## The city has a TIF District that was being developed by a private owner to expand housing opportunities in Nashua. (Low)

## PLANNED OR POTENTIAL ACTIVITIES TO ADDRESS HOUSING AND COMMUNITY NEEDS

## Demolish condemned buildings on Main St. that will allow for the opportunity for new businesses. (High)

## Continue to work with local businesses on Rehabilitation of Downtown Buildings.  Work with building owners to encourage rehabilitation and updating of buildings.  Look for ways to help owners who are willing to make improvements. (High)

## Date and location of assessment: July 6, 2021, Nashua City Council Chambers

## There were no objections to the project. Mayor Betsinger called for a motion to close the public hearing. Anthofer/M, Johnson/S, M/C. The public hearing was closed at 7:16PM.

## Mayor Betsinger called for a motion to pass the following resolutions:

## 21-42 Resolution Approving a CDBG Application – Johnson/M, Anthofer/S, M/C. Roll Call: All Ayes 21-43 Memorandum of Understanding with INRCOG – Cerwinske/M, Anthofer/S, M/C. Roll Call All Ayes. 21-44 Resolution Granting IEDA Certain Financial Assurances in Conjunction with the CDBG Application. Cerwinske/M, Johnson/S, M/C. Roll Call: All Ayes.

## The community development and housing needs assessment were addressed in the public hearing. Johnson motioned on the Low and Moderate Income housing needs that were put forth by City Clerk Ott. Cerwinske seconded. M/C. Roll Call: All Ayes. Cerwinske motioned on the community development and housing needs of Non-LMI residents as well as the planned or potential activities to address housing and community needs that City Clerk Ott presented. Kelleher seconded. M/C. Roll Call: All Ayes. The housing needs that were voted on are mentioned above in the public hearing.

## Mayor Betsinger called for a motion to approve the Council Minutes from June 21, 2021. Cerwinske/M, Johnson/S, M/C.

## 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: $58,577.61+$8,243.41 (Wages)

## General Fund: $20,631.02

## Road Use: $9,957.41

## Employee Benefits: $837.33

## Water: $16,910.10

## Sewer: $16,823.16

## Storm Water: $1,662.00

## Total Funds: $66,821.02

## Anthofer/M, Ludemann/S, M/C.

## Mayor Betsinger called for a motion to approve the following permits:

## Demolition/Excavation – 402 Cedar Hill Ave. Johnson/M, Kelleher/S, M/C.

## Building – 302 Madison St. – Kelleher/M, Anthofer/S, M/C.

## Alcohol/Liquor – Welcome Center 10 Amherst Blvd. Johnson/M, Anthofer/S, M/C.

## Business of the Mayor: None

## City Clerk Ott informed the council that the city received the award letter for the Catalyst Grant on behalf of Anthofer Properties. This is a $100,000 grant that was awarded to the city by the Iowa Economic Development Authority, but it is to be given to Anthofer Properties for 216 Main St. as they renovate their building per the grant terms and agreements. The city does have a match up to $5,000 in water line, sewer line, curb stop, and water meter replacement. City Clerk Ott informed the council that due to the 4th of July weekend the June financial reports will be delayed until the next council meeting. He requested permission to attend the training September 15-17, 2021 in Coralville. Cerwinske/M, Anthofer/S, M/C. He also informed the council that he will be on vacation July 26-30th and so if they need something added to the agenda for the meeting on August 2nd the deadline will be July 21st.

## Council Members

## Kelleher wanted to thank the fire department for removing the buoys.

## Department Reports

## Police Chief Jeremy Iriarte informed the council that he was resigning his position effective July 6, 2021. He wanted to thank the City Council and the City of Nashua for giving him the opportunity to be a part of this organization. Sheriff Hemann presented his monthly report. He also asked the council to review the addendum to an agreement for law enforcement services between Chickasaw County and the City of Nashua and if there were no objection he requested the council vote on the addendum. Cerwinske motioned to pass the addendum. Ludemann seconded. M/C. Roll Call: All Ayes.

## Karmen Mehmen presented the monthly Welcome Center Report. She informed the council of some repairs at the Welcome Center that need to be addressed. The council asked her if she could get some estimates for the repair work that is needed on the sidewalk and the foundation. She stated that she would get the estimates.

## Kelleher Park Board Member mentioned that over the holiday weekend there were several camp sites that were blocked off to preclude any issues of overloading the electrical circuit as this has been on ongoing issue, which was thought to be resolved.

## Action/Discussion

## The council discussed putting a vote for a Capital Reserve Fund Levy on the ballot for the next election. Anthofer motioned to put it on the ballot and its purpose would be for Main Street, Nuisance Properties, and Economic Development. Kelleher seconded. M/C. Roll Call: All Ayes. City Clerk Ott will work with Attorney Skilton on putting together the resolutions and ballot verbiage.

## The city council discussed the application and ordinance for peddler’s permits. The council set a public hearing for the next council meeting July 19, 2021.

## The council continued their discussion on what the speed limit should be and whether or not to add speed limit signs in Schluter Addition. Ludemann motioned to keep the Speed Limit 25 MPH. Johsnon/S. M/C. Roll Call: All Ayes. They will work with Dan Zwanzinger Street Superintendent on location and number of signs.

## City Clerk Ott informed the council that the county assessor had contacted him to ask the council if they would be interested in taking ownership of 1302 Main St. Parcel #19-13-19-2-01-072 via quit claim deed. The current owner is deceased and the city owns the property to the North according to the assessor. Cerwinske motioned to do the quit claim deed providing there is no cost to the city. Anthofer seconded. Motion Carried. Roll Call: All Ayes.

## Anthofer motioned to table the discussion on the Boy Scout Lease until the next council meeting scheduled for July 19th. Cerwinske seconded. M/C.

##  There was no other business. Anthofer motioned to adjourn. Cerwinske seconded. Meeting adjourned 8:48PM.

##  Pending Approval by City Council

##  John Ott City Clerk

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT (June 22-July 6, 2021) |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| AVESIS  | VISION INSURANCE - JULY 2021  | $44.52 |
| DEMRO ELECTRIC  | PARKS - ELECTRICAL LOAD BALANC  | $120.00 |
| GIS BENEFITS  | LIFE/DISABILITY - JULY 2021  | $77.00 |
| IOWA COMMUNITIES  | STREETS - LOADER PROP DAMG INS  | $565.00 |
| LEROY'S REPAIR  | PARKS - CUT OFF WHEELS  | $28.75 |
| PEOPLESERVICE INC.  | water waste water contract  | $19,340.00 |
| SENNER, ANN L  | WC-SUPPLIES REIMBURSE  | $6.42 |
| BLUE CROSS WELLMARK  | HEALTH INS - JULY 2021  | $3,371.87 |
| DANIEL ZWANZIGER  | PARKS-GARBAGE BAGS WODD DAY  | $37.14 |
| LINCOLN SAVINGS BANK  | HSA  | $1,300.00 |
| HEARTLAND ASPHALT, INC.  | STREETS-COLD PATCH  | $2,015.30 |
| MIDAMERICAN ENERGY  | GAS/ELEC EXP - JUNE 2020  | $7,065.94 |
| ROB SAND, AUDITOR OF STAT  | CH-FY'20 ANNUAL EXAM FY'20  | $7,282.00 |
| ULINE  | PARKS - OPERATING SUPPLIES  | $652.87 |
| MIKE TOWNER  | PARK-BREAKDOWN LEFT EARLY  | $20.00 |
| BADGER METER  | WTR-MTR SVC CONTRACT JULY 2021  | $587.40 |
| D & B CRAFTS  | WC-CRAFTER COMMISS MAY '21  | $4.50 |
| SHEILA DEVEREAUX  | WC-CRAFTER COMMISS APRIL '21  | $28.13 |
| DOLLAR GENERAL  | LIB-PROGRAM SUPPLIES  | $59.64 |
| FASTENAL COMPANY  | STREETS - OPERATING EXPENSE  | $38.00 |
| HOMESPUN TREASURER  | WC-CRAFTER COMMISS APRIL '21  | $11.63 |
| ANDREA KING  | WC-CRAFTER COMMISS APRIL '21  | $12.75 |
| MARYLEE MEHMEN  | WC-CRAFTER COMMISS MAY '21  | $40.88 |
| NASHUA PLUMBING & HEATING  | PARKS/STREETS  | $251.68 |
| NEW HAMPTON TRIBUNE NASHUA  | CH-LEGALS  | $501.83 |
| ORIGIN DESIGN  |   | $6,648.00 |
| DARLENE RICKART  | WC-CRAFTER COMMISS MAY '21  | $18.00 |
| RILEY'S INC.  | CH-COPY FEES JUNE 2021  | $143.74 |
| SANDY'S STICHES  | WC-CRAFTER COMMISS APRIL '21  | $24.38 |
| KEN SCHWICKERATH  | WC-CRAFTER COMMISS MAY '21  | $22.50 |
| TERESA STAUDT  | WC-CRAFTER COMMISS APRIL '21  | $9.00 |
| SHIRLEY STEVENSON  | WC-CRAFTER COMMISS APRIL '21  | $30.00 |
| GLADICE TIDEMANSON  | WC-CRAFTER COMMISS MAY '21  | $20.25 |
| ZWEIBOHMER SHELLEY  | WC-CRAFTER COMMISS MAY '21  | $16.43 |
| WEX BANK  | CITY FUEL EXPENSES  | $861.60 |
| IPERS  | REGULAR IPERS  | $2,544.14 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,137.32 |
| TREASURER STATE OF IOWA  | STATE TAX  | $267.00 |
| IOWA DEPARTMENT OF REVENUE  | SEWER-Q2 2021 SALES TAX  | $280.00 |
| IOWA DEPARTMENT OF REVENUE  | WET TAX - Q2 (APRIL-JUNE '21)  | $1,070.00 |
| ILLINOIS CASUALTY COMPANY  | CELEBRATIONS-WODD  | $1,022.00 |
| Accounts Payable Total  |   | $58,577.61 |
| Payroll Checks  |   | $8,243.41 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $66,821.02 |
| GENERAL FUND  |   | $20,631.02 |
| ROAD USE  |   | $9,957.41 |
| EMPLOYEE BENEFIT  |   | $837.33 |
| WATER  |   | $16,910.10 |
| SEWER  |   | $16,823.16 |
| STORM WATER UTILITY  |   | $1,662.00 |
| TOTAL FUNDS  |   | $66,821.02 |

## City of Nashua FY’21 Salary and Wages

## POSITION NAME WAGE

## City Clerk John Ott $23.00 Hourly

## Deputy/Utility Clerk Bethany Henningsen $ 18.00 Hourly

## Street Superintendant Dan Zwanziger $23.00 Hourly

## Parks/Street Maint Zade McCall $18.50 Hourly

## Parks Custodian Edgar Hervert $15.00 Hourly

## Welcome Center/City Hall Custodian Casey Hackman $11.00 Hourly

## Library Director Heather Hackman $20.10 Hourly

## Library Personnel Bonnie Cleveland $15.21 Hourly

## Library Personnel Joan Kruger $13.10 Hourly

## Library Personnel Christine Siemons $10.00 Hourly