**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

## The Nashua City Council met in regular session on October 17, 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, Hal Kelleher, Samantha Johnson, Tim Malven, and Ernie Willsher. City employee(s) City Clerk John Ott, Water/Waste Water Superintendent Nick Henningsen, Welcome Center Board Member Karmen Mehmen were present along with 10 guests.

## Mayor Anthofer asked for consideration approving the regular agenda. Dean/M, Willsher/S, M/C. RC: all ayes.

## Mayor Anthofer called for a motion to approve the consent agenda: Building Permit 414 Lexington; Minutes from the Regular Council Meeting October 3, 2022; Consent Calendar Payment of Claims September 27-October 13, 2022 – Payment of Claims (see claims report): total claims to be paid $29,757.27 + $6,507.61 (wages). Malven/M, Johnson/S, M/C. RC: all ayes.

## Mayor Anthofer asked for public comments. One citizen inquired about the city closing down Main St. again for Trunk or Treat on October 23rd. The council had no objections to closing off the street during Trunk or Treat. Kevin Zwanziger from the Nashua Fire Fighter’s Association addressed the council about matters that are currently in litigation. The council was unable to make any decisions because it wasn’t on the agenda as an agenda item and they had no legal guidance on what could be answered and how it could be answered.

Resolutions

Mayor Anthofer called for a motion to adopt the following resolutions:

22:50 Resolution Approving the FY’21/22 Street Finance Report. Dean/M, Malven/S, M/C. RC: all ayes.

22:51 Resolution Approving the FY’21/22 Annual Financial Report. Dean/M, Malven/S, M/C. RC: all ayes.

22:52 Resolution Approving the FY’22/23 TIF Certification. Dean/M, Willsher/S, M/C. RC: all ayes.

22:53 Resolution Approving the FY’21/22 Annual Urban Renewal Report. Willsher/M, Johnson/S, M/C. RC: all ayes.

Public Hearings/Resolutions

## Johnson/M, Malven/S, M/C to open the public hearing on the 1st reading of Ordinance 343 Amending Ordinance 342 That part of “Frontage Road.” Lying adjacent and east of lots 6 & 7, West Heights Addition to Nashua as shown on the subdivision plat as recorded on August 18, 1981, Book 124, Page 417-418. RC: all ayes. The public hearing was opened at 7:42PM. There were no public comments. Dean/M, Malven/S, M/C to close the public hearing. RC: all ayes. The public hearing was closed at 7:43PM. Johnson/M, Kelleher/S, M/C to adopt Ordinance 343 Amending Ordinance 342 That part of “Frontage Road.” Lying adjacent and east of lots 6 & 7, West Heights Addition to Nashua as shown on the subdivision plat as recorded on August 18, 1981, Book 124, Page 417-418. RC: all ayes. Dean/M, Malven/S, M/C to forego the 2nd and 3rd reading and move to final passage. RC: all ayes. Dean/M, Willsher/S, M/C, to adopt Ordinance 343. The ordinance shall be in effect after publication as provided by law.

22:54 Resolution to Vacate Street and Alley that part of “Frontage Road.” Lying adjacent and east of lots 6 & 7, West Heights Addition to Nashua as shown on the subdivision plat as recorded on August 18, 1981, Book 124, Page 417-418. Johnson/M, Kelleher/S, M/C. RC: all ayes.

Malven/M, Johnson/S, M/C to open the public hearing on the 1st reading of Ordinance 344 Amending the Code of Ordinances for Fees for Garbage/Solid Waste Collection. RC: all ayes. The public hearing was opened at 7:45PM. There were no public comments. Dean/M, Johnson/S, M/C to close the public hearing. RC: all ayes. The public hearing was closed at 7:46PM. Johnson/M, Malven/S, M/C to adopt Ordinance 344. RC: all ayes. Johnson/M, Malven/S, M/C to forego the 2nd and 3rd reading and move to final passage. RC: all ayes. Johnson/M, Malven/S, M/C to adopt Ordinance 344 Amending the Code of Ordinances for Garbage/Solid Waste Collection Fees. RC: all ayes. The ordinance shall be in effect after publication as provided by law.

## Dean/M, Johnson/S, M/C to set public hearing for amending the FY’23 budget for November 7, 2022. RC: all ayes.

## Hearings Nuisance Abatement, Condemnation and Demolition/Resolutions

After having hearings on several properties for nuisance abatement, condemnation, and demolition the Mayor called for motions to approve the resolutions.

22:55 Resolution Ordering Abatement of Nuisance, Condemnation, and Demolition for 316 Aspinwall. Dean/M, Johnson/S, M/C. RC: all ayes.

## 22:56 Resolution Ordering Abatement of Nuisance, Condemnation, and Demolition for 123 Aspinwall. Malven/M, Dean/S, M/C, RC: all ayes.

## 22:57 Resolution Ordering Abatement of Nuisance, Condemnation, and Demolition for 110 Saint Lawrence. The resolution died for lack of a motion. The property owner came in to explain their plans for the property and the council informed them that they would allow them to continue their plan with the property, but they needed to come in and fill out a building permit.

## 22:58 Resolution and Order Regarding Dangerous Building 515 Brasher St. The resolution died for lack of a motion. The property owner came in to explain their plans for the property. The council informed them that they need to take care of the outside issues and make the house safe by enclosing openings and making it watertight to prevent further damage.

Permits:

Johnson/M, Malven/S, M/C to approve the following permits: Building – 523 Madison St. and 206 Dawn Dr. Demolition/Excavation – 206 Dawn Dr. RC: all ayes.

Business of the Mayor:

The Mayor had no business to discuss

City Clerk Ott reviewed the September financial reports and informed the council that the bank reconciliation for September was complete and ready for review. He reminded everyone of the upcoming public hearing scheduled for November 7th 1st reading regarding adding a new code of ordinance establishing an ambulance service. He also wanted to let everyone know about the Town Hall meeting on EMS services that will be held 7:00PM October 26th @ the fire station. Everyone is encouraged to attend. He reviewed the Phase II updates from Strand Associates for the waste water treatment plant. He also informed the council that due to the election, the next city council meeting will be held at the Nashua Welcome Center.

City Council:

Kelleher informed the council that the Park Board is waiting for estimates for the band shell that is being funded by donations. He also wanted to thank the Fire Department for allowing use of the fire station for the Quilts of Valor. He also wanted to thank everyone for the efforts for Halloween in the Park as it was a huge success.

Nick Henningsen Water/Waste Water Superintendent gave his monthly report. He is waiting for estimates to install the 4” meter at the trailer park. He discussed a private line leak on Brasher Street that was detected by Westrum’s when they did leak inspections. He also discussed the options for putting a hydrant at well #3.

Karmen Mehmen Welcome Center Board Member reviewed her monthly report. She discussed the budget report, rentals, she talked about the success from the craft show that was held on October 1st. The Welcome Center had their biggest day of sales ever during the craft show. She also wanted to let everyone know that the Christmas craft show will be December 3rd. She also discussed some repair work that needs to be done.

Heather Hackman Library Director gave her monthly report to the council. Council member Dean mentioned that everyone should go check out the pumpkins at the library and vote for their favorite. The voting is October 17th-22nd and the pumpkins will be on display until October 24th.

Discussion/Action

The City Council discussed several actionable items.

The council discussed an Ordinance Establishing a Volunteer Ambulance Service. The first reading for the public hearing is scheduled for November 7th.

The council discussed planning for FY’24 budget. The council set a deadline of November 15th for the departments to submit their budgets to the City Clerk, so that they can start discussions at the November 21st meeting.

City Clerk Ott stated that through communications with Steve Diers it looks promising on moving forward with a contract with Charles City, Floyd County, and AMR for ambulance services, but nothing has been finalized yet.

The council discussed having a formal request for waiver of charges for excessive water and/or sewer usage. City Clerk Ott presented a form for the council to review. The form states that the City will only provide an adjustment under this policy once in a five-year period. Johnson/M to approve the policy form with a change from 5 to 3 years. There was no second and so the motion died. Dean/M, Willsher/S, M/C to approve the form as written. RC: 4 ayes, Johnson nay.

The council discussed a billing issue where a resident had a broken refrigerator line. Johnson recommended to not include this as part of the waiver since the waiver was just approved. Johnson/M, Willsher/S, M/C to average 6 months of usage and bill for the average of those 6 months. RC: all ayes.

The council discussed establishing a snowbird policy for residents that go away for extended periods of time. City Clerk Ott had presented a form for the council to review. The council suggested making a few changes and having City Clerk Ott amend the form.

There was no other business. Johnson motioned to adjourn. Dean seconded. M/C. RC: all ayes.

The meeting was adjourned at 9:42PM.

## Pending Approval by Council

## John Ott

## City Clerk

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT (Sept 27-Oct 13, 2022) |  |  |
| VENDOR | REFERENCE | AMOUNT |
| LINCOLN SAVINGS BANK | HSA | $1,300.00 |
| U.S. POST OFFICE | GAR/SWR/WTR-OCT '22 UB BILLING | $214.75 |
| ARNOLD MOTOR SUPPLY | PARKS-SPLASH PAD REPAIR | $399.99 |
| BUTLER-BREMER COMMUNICATIONS | PHONE EXP OCT '22 | $301.28 |
| IOWA DNR | FY2022 WATER USE FEE | $115.00 |
| IOWA MUNICIPALITIES WORKERS | WORKER'S COMPENSATION PREMIUM | $1,262.00 |
| JOHN DEERE FINANCIAL | PARKS, STREETS, WC-TOOLS | $609.94 |
| LESSIN SUPPLY CO. | DAM - SUPPLIES | $3.36 |
| LYNCH DALLAS PC | CH-EMPLOYEE QUESTIONS BONUS'S | $66.00 |
| MARC | STREETS-PENETRATING OIL | $223.00 |
| NEW HAMPTON TRIBUNE NASHUA | CH - LEGAL PUBLICATIONS | $539.24 |
| OTT, JOHN | POSTAGE REIMB - NUISANCE PROP | $42.04 |
| S & T COLLISION | STREETS - RED TRUCK MUFFLER | $273.99 |
| SANDRY FIRE SUPPLY, L.L.C | FD-1/2C-1/2R MAINT CONTRACTS | $2,330.02 |
| ZIEGLER INC. | STREETS-MILEAGE LOADER REPAIR | $179.36 |
| DANIEL ZWANZIGER | PARKS-REIMBURSE TRAILER USE | $65.00 |
| BLUE LILY CREATIONS BY CANDIDA | WC-CRAFTER COMMISSION AUG '22 | $28.50 |
| DON BOSS | WC-CRAFTER COMMISSION SEPT '22 | $55.88 |
| CALICO MEADOW SOAP LLC | WC-CRAFTER COMMISSION JUL '22 | $55.50 |
| JAN CLEMENT | WC-CRAFTER COMMISSION SEPT '22 | $186.38 |
| DEUTH, BRENDA | WC-CRAFTER COMMISSION SEPT '22 | $163.65 |
| SHERYL DORMAN | WC-CRAFTER COMMISSION SEPT '22 | $419.63 |
| FAMILY FARMS CHARITIES | WC-CRAFTER COMMISSION JUL '22 | $18.75 |
| FRISKY FOX VINEYARD LLP | WC-CRAFTER COMMISSION SEPT '22 | $93.67 |
| ROGER GIGLER | WC-CRAFTER COMMISSION JUL '22 | $9.00 |
| KATHLEEN HENRY | WC-CRAFTER COMMISSION JUL '22 | $45.00 |
| TERRY HINRICHS | WC-CRAFTER COMMISSION SEPT '22 | $90.00 |
| HOMESPUN TREASURER | WC-CRAFTER COMMISSION SEPT '22 | $29.44 |
| ANDREA KING | WC-CRAFTER COMMISSION SEPT '22 | $70.50 |
| KJ DESIGN LLC | WC-CRAFTER COMMISSION AUG '22 | $15.00 |
| KOTH, MONICA | WC-CRAFTER COMMISSION JUL '22 | $15.00 |
| SHARON LEERHOFF | WC-CRAFTER COMMISSION SEPT '22 | $247.35 |
| LINDA LENZ | WC-CRAFTER COMMISSION SEPT '22 | $105.75 |
| MAAS, ROBERTA C. | WC-CRAFTER COMMISSION SEPT '22 | $266.03 |
| MARYLEE MEHMEN | WC-CRAFTER COMMISSION AUG '22 | $21.56 |
| MOLLY NEWTON | WC-CRAFTER COMMISSION SEPT '22 | $22.50 |
| NANCY'S TRUFFLES | WC-CRAFTER COMMISSION JUL '22 | $13.50 |
| OLD BRADFORD PIONEER VILLAGE | WC-CRAFTR COMMISION AUG '22 | $16.50 |
| JANET PETEFISH | WC-CRAFTER COMMISSION AUG '22 | $26.25 |
| DARLENE RICKART | WC-CRAFTER COMMISSION SEPT '22 | $22.50 |
| ROEDER POWDER COAT & MACHINE | WC-CRAFTER COMMISSION SEPT '22 | $31.20 |
| DANIELLE SCHELL | WC-CRAFTER COMMISSION SEPT '22 | $26.63 |
| NANCY SCHERER | WC-CRAFTER COMMISSION SEPT '22 | $256.70 |
| SANDY'S STICHES | WC-CRAFTER COMMISSION SEPT '22 | $25.50 |
| KEN SCHWICKERATH | WC-CRAFTER COMMISSION AUG '22 | $22.50 |
| SENNER, ANN L | WC-CRAFTER COMMISSION SEPT '22 | $176.38 |
| SLADEK, CATHERINE | WC-CRAFTER COMMISSION JUL '22 | $38.25 |
| SNELLING, MARLENE | WC-CRAFTER COMMISSION SEPT '22 | $111.00 |
| TERESA STAUDT | WC-CRAFTER COMMISSION SEPT '22 | $27.00 |
| LISA STEINLAGE | WC-CRAFTER COMMISSION SEPT '22 | $129.75 |
| SHIRLEY STEVENSON | WC-CRAFTER COMMISSION SEPT '22 | $18.75 |
| STUDIO STILES | WC-CRAFTER COMMISSION JUL '22 | $9.00 |
| THE COUNTRY COTTAGE | WC-CRAFTER COMMISSION SEPT '22 | $57.60 |
| WEINBERG, THERESA | WC-CRAFTER COMMISSION SEPT '22 | $62.00 |
| 20 20 FX LLC | WTR/SWR-SET UP CMPTR DEP CLRK | $225.00 |
| CRONIN, SKILTON, SKILTON | ATTORNEY FEES OCT '22 | $2,205.00 |
| HINSON CONSULTING GROUP | WTR/SWR-CREDIT CHECK M.B. | $50.00 |
| STRAND ASSOCIATES | SEWER-PHASE 2 WSTWTR CNSLT | $2,564.50 |
| BAKER & TAYLOR | LIB-BOOKS | $237.62 |
| BOOK LOOK | LIB-BOOKS | $554.65 |
| BUTLER-BREMER COMMUNICATIONS | LIB-PHONE EXP OCT '22 | $37.66 |
| CENTER POINT LARGE PRINT | LIB-BOOKS | $46.50 |
| CHICKASAW COUNTY AUDITOR | LIB-OVERPMT OF FY'23 CONTRIB | $326.48 |
| DEMCO | LIB-LIB MAT/TECH SUPPLIES | $169.46 |
| GORDON FLESCH COMPANY INC GFC | LIB-OFFICE SUPPLIES | $324.00 |
| HEATHER M. HACKMAN | LIB-MEETIN/TRAVEL | $78.75 |
| HARRINGTON SWEETCORN, LLC | LIB-PROG SUPPLIES | $20.00 |
| INGRAM | LIB - BOOKS/OTHER MATERIALS | $543.35 |
| NASHUA PUBLIC LIBRARY | LIB - PETTY CASH | $32.59 |
| RAPID PRINTERS | LIB-OFFICE SUPPLIES | $110.54 |
| TASTE OF HOME | LIB - BOOKS | $35.98 |
| THE PIONEER WOMAN | LIB - SUB | $18.00 |
| BRUENING ROCK PRODUCTS INC | STREETS - SAND FOR WINTER | $943.52 |
| MACQUEEN EQUIPMENT | STREETS - STREET SWEEPER SHOE | $1,028.17 |
| OTT, JOHN | CH-REIMB ILOC ANNUAL CONFERNCE | $479.60 |
| SENNER, ANN L | WC-SHARPS CONTAINER + DISPOSAL | $23.41 |
| IPERS | REGULAR IPERS | $4,547.13 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $1,996.60 |
| TREASURER STATE OF IOWA | STATE TAX | $302.00 |
| IOWA DEPARTMENT OF REVENUE | SEWER-Q3 2022 SALES TAX | $312.64 |
| IOWA DEPARTMENT OF REVENUE | WATER - Q3 2022 WET TAX | $1,322.62 |
| IOWA DEPARTMENT OF REVENUE | WC-SEPT '22 Q3 SALES TAX | $231.68 |
| CSG FORTE PAYMENTS | WTR/SWR-ACH BANK FEES SEP '22 | $34.75 |
| Accounts Payable Total |  | $29,757.27 |
| Payroll Checks |  | $6,507.61 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $36,264.88 |
| GENERAL FUND |  | $18,748.76 |
| LAKE/DAM |  | $403.86 |
| URBAN REVITAL (LOST ONLY) |  | $622.24 |
| ROAD USE |  | $6,947.37 |
| EMPLOYEE BENEFIT |  | $1,245.34 |
| WATER |  | $3,171.71 |
| SEWER |  | $5,125.60 |
| TOTAL FUNDS |  | $36,264.88 |

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