City of Nashua  
CITY COUNCIL MINUTES  
City Hall

The Nashua City Council met in regular session on February 19, 2024 at Council Chambers in City Hall. The meeting was called to order at 7:00PM with Mayor Harold Kelleher III presiding. Council members present were Peggy Hall, Jake Johnson, Samantha Johnson, Ernie Willsher, and Dan Zwanziger. City employee(s) City Clerk John Ott; Street Superintendent Zade McCall; Chickasaw County Sheriff Ryan Shawver and 3 guests were in attendance.

Mayor Kelleher called for a motion to approve the regular agenda. Willsher/M, J. Johnson/S, M/C. RC: all ayes.

Mayor Kelleher asked for a motion to approve the consent agenda consisting of minutes from the regular meeting February 5, 2024, and the Community Foundation/Community Partners meeting February 6, 2024; Consent Calendar: Payment of Claims (February 2-15, 2024) $14,893.67 + $9,321.50 (Wages). J. Johnson/M, S. Johnson/S, M/C. RC: all ayes.

Mayor Kelleher called for public comments: There were none.

Hearings/Resolutions

Mayor Kelleher asked for a motion to open the public hearing for the 2nd reading of Code of Ordinance #354 Amending the Code of Ordinances Chapter #65 Stop or Yield Required. S. Johnson/M, J. Johnson/S, M/C. RC: all ayes. The public hearing was opened at 7:02PM. After discussion, S. Johnson/M, Hall/S, M/C to close the public hearing. RC: all ayes. The public hearing was closed at 7:03PM. S. Johnson/M, J. Johnson/S, M/C to adopt Ordinance #354 Amending the Code of Ordinance Chapter #65 Stop or Yield Required. RC: all ayes. J. Johnson/M, S/Johnson/S, M/C to set the 3rd and final reading for March 4th. RC: all ayes.

Mayor Kelleher called for a motion to set the public hearing amending the FY’23/24 budget. J. Johnson/M, Willsher/S, M/C to set the public hearing for March 18th. RC: all ayes.

Mayor Kelleher called for a motion to set the public hearing for the proposed property tax levy rate for March 25th at 6:00PM. J. Johnson/M, S. Johnson/S, M/C. RC: all ayes.

Mayor Kelleher asked for a motion to cancel the hearing on the condemnation of 311 Main St. scheduled for March 4th. Willsher/M, J. Johnson/S, M/C. RC: all ayes.

Mayor Kelleher called for a motion to approve the following resolution: 24-21 Resolution to Transfer Lake/Dam funds to an escrow account per Iowater Dam Contract. J. Johnson/M, Willsher/S, M/C. RC: all ayes.

Business of the Mayor:

Mayor Kelleher informed the council that Zone 1 inspections for nuisance properties have been completed and noted that it went well. Some of the property owners have already followed up. The city guys will follow up on the properties again. City Council member J. Johnson recommended that the Mayor make a list of properties that have been notified and the city workers follow up in a couple weeks. Street Superintendent Zade McCall agreed to follow up if he had a list.

Department Reports

City Clerk Ott reviewed the January financial reports and informed the council that January’s bank reconciliation has been completed and is ready for review. City Clerk Ott reviewed some training courses for the city council to authorize attending in FY’24/25. Council member J. Johnson/M to approve attending any training that the city employees feel will benefit the city and if the costs to attend are reasonable. S. Johnson/S, M/C. RC: all ayes.

Deputy Clerk Berends had a few things for the council. The mobile home park had asked if the city would be willing to read the meters at the trailers in the mobile home park for a fee. J. Johnson/M, Willsher/S, M/C for the city to not read the individual meters at the trailer park. RC: all ayes. The city installed one meter in the park last year that reads the usage for the entire park.

The city has been working to get approved for a state set off program to collect delinquent utility bills. City Clerk Ott has talked with some other communities who are having issues with the approval process as well.

Deputy Clerk Berends is also working on a city property list to ensure that all properties including vacant properties are being charged the storm water fee.

Hall/M, Willsher/S, M/C to approve paying 50% of the cost to fix the curb stop at 124 Woodbridge St. RC: 3 ayes and 2 nays (J. Johnson and S. Johnson). Motion passed on a 3-2 vote.

City Council

There were no council member comments.

Ryan Shawver presented the proposed FY’24/25 Chickasaw County Sheriff’s contract. The contract had a proposed contract cost of $71.50/hour for 2080 hours for a total cost to the city of $148,720. This would be a flat fee and if the Sheriff’s Department were in Nashua more than 2080 hours there would be no additional costs; however, the Sheriff’s Department would no longer enforce snow parking or any other city ordinances either. They would still investigate complaints related to dogs and dangerous animals running at large that are related to Iowa Code Chapter 351 (Dogs and Other Animals). The city would have the final decision and be responsible for issuing any ordinance violations. The new contract price would be less than the current two-tiered system which is $158,465. Sheriff Shawver stated that he would like to make the contracts uniform between cities for simplicity. After discussion, Willsher/M to reduce the contract hours down to 1750/year for a cost of $125,125. Hall seconded/ motion carried. RC: 3 ayes and 2 nays (J. Johnson and S. Johnson). Motion passed on a 3-2 vote. Sheriff Shawver will take the city’s proposal back to the Chickasaw County Board of Supervisors.

Zade McCall Street Supervisor presented his monthly report. He stated that he has ordered some cold patch for pothole repairs, and it should be here in March. He mentioned some storm drains that are washing out on Cedar St. and a repair that is needed to the jet truck and depending on how long it will be out of service we may have to contact a 3rd party to jet the lines while the jet truck is out of service.

Park Board President Nate Sinnwell presented his monthly report to the council.

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

Discussion/Action

The council discussed and/or acted on multiple items.

The council discussed the FY’24/25 proposed tax levy rate to submit to the Iowa Department of Management as well as pre-levy amount for the dam repair GO Bond.

J. Johnson/M, Wilsher/S, M/C to approve the agreement for Calhoun Burns 2024 Bridge Inspections. RC: all ayes. The estimate for routine visual inspection and reporting on two bridges (Charles City Road and Old Hwy 218) was $1300 and the initial Emergency Vehicle (EV) and all systems overweight permit analysis will be billed at an hourly rate.

J. Johnson/M, S. Johnson/S, M/C to table discussion/action from the Community Foundation/Community Partners meeting until after we get more information from INRCOG. RC: all ayes.

Val Johnson Nashua Area Chamber President informed the council of he 5-2-1-0 Healthy Eating Active Lives initiative. She said there will be a survey available March 16th to get input from different generations on what they would like to see for health and wellness. There is potentially $50,000 available over the next 3 years in grant funding. They are looking for people who would be interested in joining a steering committee.

J. Johnson/M, S. Johnson/S, M/C to allow Allan Pederson to remove the stairs at the Chickadee building as long as he signed a hold harmless agreement waiving any liability to the city. RC: all ayes.

City Clerk Ott mentioned that the property owner of 311 Main St. seems to be willing to sign their property over to the city; however, the property at 313 Main St. is going to be a little more involved since the property owner lives out of state. City Clerk Ott informed the council that City Attorney Skilton has been working on the process to acquire 313 Main St.

City Clerk Ott mentioned that the city website is outdated and needs to be updated. This has been brought up by several individuals. He mentioned that one possible use for some ARPA funds could be to update the website. J. Johnson noted that if we did upgrade the website, he would like the minutes posted as a continuous document for easy search capabilities. City Clerk Ott will look for website designers and get some bids.

Zade McCall gave the council some information about a tree management inventory and maintenance plan that the city had received. He will get estimates for taking care of some of the trimming and removal that was recommended in the plan.

J. Johnson/M, Willsher/S, M/C to approve Mayor Kelleher and either Deputy Clerk Berends or City Clerk Ott to attend the Iowa Rural Summit conference April 10-12, 2024. RC: all ayes.

There was no other business:

J. Johnson/M to adjourn, S. Johnson/S, M/C. RC: all ayes. The meeting adjourned at 8:28PM.

Pending Approval by Council

John Ott

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| CLAIMS REPORT (February 2-15, 2024) | |  |
| VENDOR | REFERENCE | AMOUNT |
| BAKER & TAYLOR | LIB-BOOKS | $200.58 |
| BUTLER-BREMER COMMUNICATIONS | LIB-PHONE FEB'24 | $38.05 |
| CAPITAL SANITARY SUPPLY | LIB-TOWELS | $49.14 |
| CENTER POINT LARGE PRINT | LIB-BOOKS | $47.25 |
| DEMCO | LIB-BOOKS/SUPPLIES | $166.37 |
| DISCOUNT SCHOOL SUPPLIES | LIB-SUPPLIES | $103.55 |
| DISNEY MOVIE CLUB | LIB-DVD/CD | $46.97 |
| HEATHER M. HACKMAN | LIB-TRAVEL/TRAINING | $23.84 |
| INGRAM | LIB-BOOKS | $422.02 |
| LUCKY LUKE LLC | KEVIN LOVEGREEN | $293.67 |
| NASHUA PUBLIC LIBRARY | LIB-PETTY CASH POSTAGE | $4.62 |
| STATE LIBRARY OF IOWA | LIB-TRAINING FEE | $20.00 |
| SWANK MOVIE LICENSING USA | LIB-COPYRIGHT COMP TILL-JAN'25 | $445.00 |
| U.S. POST OFFICE | LIB-STAMPS 200 | $136.00 |
| JOSH CASTER | 01/06 DRIVER | $50.00 |
| CORATHERS, TABATHA | 1/6 EMT | $30.00 |
| DETTMER, CHERYL | 1/11 DRIVER | $25.00 |
| FISHER, KARAGAN | CO-CREW CHIEF JAN | $135.00 |
| GERBER, BROOKELYNN | 1/12 ATTENDANT | $20.00 |
| GERBER, SHEA | 1/25-DRIVER | $50.00 |
| KARELS, ABRAM | 1/12 EMT | $70.00 |
| MOHS, DANNON | CO-CREW CHIEF JAN | $125.00 |
| NELSON, TONI | 1/11 EMT | $30.00 |
| SCROGGINS, DEBORAH | 1/16 EMT | $75.00 |
| SHOEMAKER, CINDY | 1/4 EMT | $145.00 |
| ZENDA VIKTUREK | EMS DIRECTOR JAN | $180.00 |
| FRISKY FOX VINEYARD LLP | WC-CRAFTER COMMISSION JAN | $36.29 |
| TERRY HINRICHS | WC-CRAFTER COMMISSION JAN | $112.50 |
| MAAS, ROBERTA C. | WC-CRAFTER COMMISSION JAN | $38.85 |
| SCHUKNECHT, SANDY | WC-CRAFTER COMMISSION JAN | $30.75 |
| SENNER, ANN L | WC-CRAFTER COMMISSION JAN CONT | $138.28 |
| MELISSA BERENDS | CH-SUPPLIES | $241.22 |
| BUTLER-BREMER COMMUNICATIONS | WC-PHONE EXP-FEB'24 | $304.40 |
| CHARLES CITY PRESS | WC-WEDDING ADS | $152.00 |
| DAKOTA SUPPLY GROUP | WA-4'PIPE/ 20' SLEEVES | $1,714.90 |
| OTT, JOHN | SE-SEWER SCOOP PRYOR TOOLS | $429.00 |
| S & T COLLISION | SE-BATTERY MT-78 RR | $319.62 |
| WEX BANK | ST-CITY FUEL EXPENSES | $1,832.94 |
| FLOYD CO. MEDICAL CENTER | AMB-RX JAN/FEB'24 | $50.00 |
| ENTERPRISE MEDIA INC | CH-LEGAL PUBLICATIONS | $986.04 |
| ZIP'S | P/WA/SE-APPAREL | $830.09 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $2,658.76 |
| TREASURER STATE OF IOWA | STATE TAX | $382.98 |
| IOWA DEPARTMENT OF REVENUE | WET-SALES TAX JAN'24 | $1,066.31 |
| IOWA DEPARTMENT OF REVENUE | WC-SALES TAX JAN'24 | $103.82 |
| IOWA DEPARTMENT OF REVENUE | SWR-SALES TAX JAN'24 | $283.27 |
| TRIONFO SOLUTIONS, LLC | DEATH/DISABILITY FEB'24 | $142.61 |
| AMAZON | ST/WA/SE/PARK-WALKIES | $62.48 |
| CSG FORTE PAYMENTS | WTR/SWR-ACH BANK FEES FEB'24 | $44.50 |
| Accounts Payable Total |  | $14,893.67 |
| Payroll Checks |  | $9,321.50 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $24,215.17 |
| GENERAL FUND |  | $11,496.21 |
| WODD DAYS FUND |  | $100.00 |
| ROAD USE |  | $1,883.75 |
| EMPLOYEE BENEFIT |  | $44.10 |
| PERM FUNDS-LIB WATSON |  | $311.98 |
| PERM FUNDS-LIBRARY-BERRIE |  | $431.48 |
| WATER |  | $5,889.31 |
| SEWER |  | $4,058.34 |
| TOTAL FUNDS |  | $24,215.17 |