**CITY OF NASHUA**

**CITY COUNCIL MEETING**

**July 18, 2016**

The Nashua City Council met in regular session July 18, 2016 at the Gateway to Northeast Iowa Welcome Center at 7:00pm with Mayor Angelina Dietz presiding and Council Members Rolland Cagley, Tom Johnson, Ryan Jung, Kyle Lane and Brenda Roberts were present.

The following department heads were in attendance: City Clerk Tabatha Caswell, Library Director Heather Hackman, Police Chief Paul Becthold, Sewer Operator Nick Henningsen, Street Superintendent Dan Zwanziger and Water Superintendent Jeff Smith; along with 21 visitors.

Motion Jung, seconded by Roberts to approve the agenda. Motion carried unanimously.

Motion Lane, seconded by Lane to approve the Consent Agenda (minutes of July 5, 2016 meetings, bills for July 18, 2016 and Clerks Reports for June 2016) pending two items in the meeting minutes for July 5, 2016. Motion carried unanimously.

Madelyn Skilton spoke to the Council regarding the need for a recreational swimming pool and donor for the project.

Tim Liddle spoke regarding a water runoff project he would like to complete at his residence.

Andy and Sue Matthews talked to the Council about the street cut they were billed for.

Motion Lane, seconded by Jung to charge Andy & Sue Matthews $876.85 half of the original bill. Motion carried unanimously.

Department Reports:

City Clerk Caswell: The City’s insurance company ICAP is offering A.L.I.C.E. training and is recommending attendance by City employees. The City Council did not approve attendance. A request was received for a donation to the Alex Potratz Walk/Run. Bills are typically coded by the employee who made the purchase. There are many bills which have not been coded, may be Park Board purchased. Council Member Jung indicated he would code. Council Member Jung asked to look for a different vendor for the City employee shirts. The council also indicated to put September 1st as the deadline to sign up for the garbage totes.

Lake/Dam: Council Member Jung informed everyone a meeting will be held Tuesday, July 26th at 7pm to establish a Lake/Dam Board.

Library: Librarian Hackman handed out packets received from the State Librarian to the Council and Mayor regarding the laws on the Library wages. She also gave an update on the Dan Wardell visit and other happenings at the Library.

Parks: Council Member Jung indicated Cedar Valley Portables have donated a port-a-potty for Veterans Park. Christmas in July will be July 23rd from 12-3pm.

Police Department: Police Chief Becthold indicated the SOP’s have been updated. Council Member Jung asked for a list of any nuisance letters which are sent out.

Streets: Street Superintendent Zwanziger indicated the street sweeper is at the shed and one plow truck is complete. He also talked about a few trees which need to be removed as well as the need for new flags and flag poles on Main St. Council Member Jung would like to know when the street painting will be done and would also like more bids when digging being completed.

Sewer: Sewer Operator Henningsen asked when sump pump inspections could be done on Bayou. It is a state law that sump pumps cannot deposit into the sewer. He reminded citizens to not put grass and sticks onto the streets. He also talked about a storm sewer drain which needs to be replaced on Dawn Dr. Council Member Roberts would like to receive the sewer report prior to the meeting.

Mayor: Mayor Dietz congratulated the Library on the attendance for Dan Wardell. The port a potties have been great as well. Christmas in July coming soon. Thank you to the Little Brown Church for the movies and to Dan Zwanziger for sweeping the streets.

Council: Council Member Jung indicated the employee handbook is being reviewed. Jung and Lane are working with dealerships for quotes on a Parks department truck. Jung is wondering who is to be taking care of the flags as raising and lowering them seem to be an issue and he feels we need to participate punctually. Jung asked that Mosquito Control of Iowa communicate when they are coming to spray. Jung also asked if all City employees were being paid for coming to the meeting.

Discussion was held regarding FY2016/2017 wages. Johnson was concerned they did not have the treasurers report and that seemed to be a reason for not approving the wages previously. Roberts feels a 4% raise is steep. Cagley asked if the City Clerk is to get the raise. City Clerk Caswell indicated it was up to the Council, but the City Clerk was to be getting the annual raise as everyone else.

Motion Jung, seconded by Lane to approve the prior resolution with Police and Library getting what was asked for at budget time all other employees getting 4% except City Clerk Caswell and Water Superintendent Smith. Ayes: Johnson, Jung, Lane. Nayes: Roberts. Abstain: Cagley. Motion carried.

Welcome Center Director Hauser would like to know if she will be receiving a raise for a certification she is required to receive. City Clerk Caswell was asked to look into what other Cities do for certification raises.

Council Member Jung feels too much is omitted from the Council meeting minutes and wants them to be more detailed and wants a post on the City Facebook page daily.

Motion Jung, seconded by Roberts to have the City Clerk post to Facebook daily and to write more detailed meeting minutes. Motion carried unanimously.

Discussion was held regarding the sidewalk ordinance and the need to make a few changes.

Discussion was held regarding the DOT contract for HWY 346.

Discussion was held regarding the electricity for the industrial park and if it should be underground or above ground.

Motion Jung, seconded by Lane to approve the consent agenda regarding the following building permit as long as 152 Lakeshore has the OK from the DNR:

* 1. 422 Woodbridge – windows some replacement of siding bathroom
  2. 16 Monroe St – new roof & paint
  3. 109 Bradford Parkway – groundwork, water & sewer, electrical, building construction
  4. 25 Wabash Ave – new roof-steel
  5. 1402 Greeley St – install 1 x 2 ¾ over existing roof, screwed down 2 ft center & attached to rafters, then apply ribbed steel and screwing appropriately
  6. 152 Lakeshore Dr – removing crumbled concrete boathouse and improving shoreline with field rock and retaining wall
  7. 57 Merrel St – to remove/move single stall garage and construct a new 26’x24 double stall garage along with new driveway & sidewalks
  8. 308 Cedar St – sidewalk repair & small part at end of driveway. Front steps repair (wooden steps)

Motion carried unanimously.

Motion Jung, seconded by Lane to adjourn the meeting at 9:03pm. Motion carried unanimously.

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| **VENDOR NAME** | **DESCRIPTION** | **AMOUNT** |
| 20/20 FX LLC | computer work | $ 60.00 |
| BROWN SUPPLY CO | fire hydrant pole | $ 150.00 |
| BRUENING ROCK PRODUCTS INC | rock | $ 3,511.55 |
| CASEY'S GENERAL STORES | fuel | $ 566.45 |
| CENTURYLINK | utilities | $ 621.68 |
| CHARLES CITY AREA DEV CORP | FY16/17 contribution | $ 4,157.50 |
| CITY LAUNDERING | tissue paper/paper towels/mat | $ 252.74 |
| CRONIN, SKILTON & SKILTON | legal services | $ 778.94 |
| DEBOEF GRINDING | brush grinding | $ 4,800.00 |
| DOLLAR GENERAL | supplies | $ 137.20 |
| HAUSER, JEN | name badge/supplies/mileage | $ 66.37 |
| HAWKINS | chlorine | $ 30.00 |
| HERVERT, EDGAR | drop cord | $ 11.76 |
| IOWA DEPARTMENT OF TRANSPORTATION | sign post | $ 298.68 |
| IOWA DNR | annual water supply fee | $ 193.16 |
| IOWA ONE CALL | locates | $ 33.60 |
| IOWA TOURISM OFFICE | Iowa Tourism Conference | $ 210.00 |
| JACKSON STREET PRESS | Nashua History Books | $ 197.00 |
| JOHNSON ELECTRIC | lights/flag pole repairs | $ 555.32 |
| KEYSTONE LABS | water testing | $ 66.00 |
| KWIK STAR | fuel | $ 1,045.26 |
| LEE, KEITH | weed spray | $ 119.88 |
| LESSIN | shop supplies | $ 140.09 |
| METLIFE | std/life/ad&d | $ 145.96 |
| MIDWEST RADAR | radar cert | $ 80.00 |
| NEW HAMPTON TRIBUNE NASHUA | publications | $ 563.64 |
| PEOPLESERVICE | wastewater monthly service | $ 10,166.00 |
| POPCORN HEAVEN | vending | $ 63.00 |
| S&T COLLISION | pickup repair | $ 136.45 |
| SANDRY FIRE SUPPLY LLC | supplies | $ 165.20 |
| STILLIONS, BRIAN | camp host 6/26-7/9/16 | $ 492.00 |
| SYSTEM SERVICES | maint contract/agreement | $ 582.00 |
| T&K TRACTOR | jet truck repairs | $ 568.60 |
| ULTRAMAX AMMUNITION | ammunition | $ 1,697.40 |
| VERIZON | PD wireless internet | $ 80.02 |
| DELTA DENTAL | premium | $ 207.06 |
| WALMART | supplies | $ 256.31 |
| WELLMARK | health insurance | $ 9,741.82 |
| EMPLOYEES | payroll | $ 12,859.09 |
| ICSRU | garnishment | $ 779.07 |
|  |  | $ 56,586.80 |
| **LIBRARY EXPENSES** |  |  |
| **VENDOR NAME** | **DESCRIPTION** | **AMOUNT** |
| 20/20 FX LLC | technology supplies | $ 420.00 |
| ADVANCED SYSTEMS INC | photo copier exp | $ 168.00 |
| ANTIQUE TRADER | subscriptions | $ 34.98 |
| BAKER & TAYLOR | books/dvd's | $ 310.56 |
| CEDAR VALLEY PRINT & SUPPLY | office supplies | $ 274.39 |
| CENTER POINT | books/dvd's | $ 35.23 |
| CENTURYLINK | utilities | $ 59.13 |
| CRAFT IDEAS | subscriptions | $ 10.00 |
| DEMCO | tech supplies/program sup | $ 80.29 |
| HACKMAN, HEATHER | training & education | $ 101.32 |
| INGRAM BOOKS | books/dvd's | $ 214.55 |
| IOWA GARDENER | subscriptions | $ 16.95 |
| LOVE OF QUILTING | subscriptions | $ 20.97 |
| NASHUA PLUMBING & HEATING | building & misc repairs | $ 444.99 |
| NASHUA PUBLIC LIBRARY | petty cash-supplies/postage | $ 82.21 |
| SOUTHERN LIVING BOOKS | books/dvd's | $ 36.91 |
| TASTE OF HOME BOOKS | books/dvd's | $ 29.98 |
| THE DES MOINES REGISTER | subscriptions | $ 503.75 |
| TIME | subscriptions | $ 72.20 |
| **TOTAL LIBRARY EXPENSES:** |  | $ 2,916.41 |
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| **TOTAL EXPENSES FOR JULY 18, 2016:** |  | $ 59,503.21 |

Angelina Dietz

Mayor

Attest: Tabatha Caswell

City Clerk