**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

## The Nashua City Council met in regular session on February 20, 2023 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, Ernie Willsher and Tim Malven. Samantha Johnson came in at 7:04PM. City employee(s) City Clerk John Ott and Nick Henningsen Water/Wastewater Superintendent were present along with 3 guests.

## Mayor Anthofer asked for consideration approving the regular agenda. Willlsher/M, Dean/S, M/C. RC: 4 ayes, Johnson absent.

## Mayor Anthofer called for a motion to approve the consent agenda: Minutes from the Regular Council Meeting February 6, 2023 and Special Council Meeting February 11, 2023; Payment of Claims (February 3-16, 2023), Payment of Claims (see claims report): Total Claims to be Paid $17,672.43+$7,756.60 (Wages). Dean/M, Malven/S, M/C: RC: 4 ayes, Johnson absent.

## Mayor Anthofer asked for public comments. City Clerk Ott mentioned to the council that there is a landlord who has had water usage and services at their property when the city had no record of a tenant. The landlord received a bill for the back charges. The landlord was not able to be present tonight but will probably be at the next meeting. Council member Dean inquired about doing a full audit because the city keeps finding these accounts that a property shows usage, but no one is registered for services at the address. The property owner is responsible for unpaid usage and services. City Clerk Ott stated that if it is a rental property, it is the landlord’s responsibility to verify that each tenant has signed up for services. The landlord can fill out a lien exemption form for each tenant, so the landlord has verification that the tenants have signed up for services. If the landlord does not fill out this form, the landlord is responsible for all charges. City Clerk Ott will print a list of accounts and council member Johnson will go through and audit each account.

## Mayor Anthofer called for a motion to adopt the following resolution: 23-17 Resolution Allocating AARPA Funds to Implement LaserFische and Help Digitize City Hall. Dean/M, Willsher/S, M/C. RC: all ayes.

## Mayor Anthofer called for a motion to open the public hearing on the 3rd and final reading amending the Code of Ordinances for Water Meter Fees. Johnson/M, Kelleher/S, M/C. RC: all ayes. The public hearing was opened at 7:10PM. After brief discussion, Mayor Anthofer called for a motion to close the public hearing. Johnson/M, Willsher/S, M/C. RC: all ayes. The public hearing was closed at 7:12PM. RC: all ayes. Dean/M, Kelleher/S, M/C to adopt ordinance #346 Amending the Code of Ordinances for Water Meter Fees. RC: all ayes. Ordinance 346 will be in effect after publication as provided by law.

Mayor Anthofer called for a motion to open the public hearing on the 2nd reading for Ordinance #347 amending the Code of Ordinances for Snow Removal/Dumping. Malven/M, Johnson/S, M/C. The public hearing was opened at 7:12PM. RC: all ayes. After brief discussion, Mayor Anthofer asked for a motion to close the public hearing. Johnson/M, Willsher/S, M/C. RC: all ayes. The public hearing was closed at 7:13PM. Kelleher/M, Willsher/S, M/C to adopt Ordinance #347 Amending the Code of Ordinances for Snow Dumping/Removal. RC: all ayes. Willsher/M, Malven/S, M/C to forego the 3rd and final reading for Ordinance #347 Amending the Code of Ordinances for Snow Dumping/Removal. RC: all ayes. Malven/M, Johnson/S, M/C to adopt Ordinance #347 Amending Ordinance for Snow Removal and Dumping. RC: all ayes. Ordinance 347 will be in effect after publication as provided by law.

Business of the Mayor: The Mayor had no business to discuss.

City Clerk Ott

City Clerk Ott provided the council with the January financial reports and answered council questions pertaining to the reports. He also informed the council that the bank reconciliation for January was complete and ready for review. He reminded the council that the next meeting will be held at the Welcome Center due to the special election for the Nashua Plainfield School and Hawkeye Community College being held at City Hall on March 7, 2023 The two items on the ballot are a $3 Million Bond issue for a new baseball/softball complex in Plainfield and a $35 Million Bond Referendum to renovate and expand facilities for skilled trades and apprenticeship programs. City Clerk Ott reminded the council that a public hearing will be held at the next council meeting on an Ordnance amending the Code of Ordinances for the Operation of All Terrain Vehicles and Snowmobiles and the FY’24 budget. He also reminded the council that he will be at an Emergency Response Training on February 23rd.

City Council:

Council member Dean thanked the council and citizens for allowing her to serve. Kelleher and Willsher thanked Dean for serving on the council. Willsher and Malven also mentioned that they have learned a lot from her. Kelleher wished her well in her future endeavors,

Nick Henningsen presented his monthly report to the council. He also asked the council for approval to replace a soft start controller and breaker for the well pump. The estimate from Henning’s Electric is $5,425 including labor. He also asked about purchasing a root saw for approximately $1,800 and nozzle approximately $400 for the jet truck. Those two items would be purchased out of the PeopleService maintenance account. City Clerk Ott will have Henningsen fill out a Department Head purchase request form. Henningsen also stated that the grit removal system we have isn’t removing the grit like it should because of how it was designed. He stated that the grit we have is too fine to be removed by the system. He has talked with Matt Streeter a sales rep for the company that sold us the equipment. He has also talked with some engineers to see if there are some modifications that can be done, so that it can remove the small grit that isn’t being removed and just keeps cycling through the system and accumulating. He did state that everything is working, but due to the design it isn’t removing the grit like it should be and is now starting to cause some issues.

Heather Hackman Library Director gave her monthly report to the council for review.

Discussion/Action

Johnson/M, Malven/S, M/C to fill the open council seat by appointment. RC: 4 ayes, Dean abstained. February 20th was council member’s Dean’s last day. The council has 60 days to fill the vacancy by appointment.

The council discussed the $500,000 STBG that was awarded for FY’23. The award was postponed from FY’23 to FY’24 due to unforeseen circumstances. The council decided that due to the unknown cost of the dam repair and other items that it would be best to return the grant funds and reapply when it works better for the city. City Clerk Ott has talked with INRCOG and he explained to the council that if you are not able to complete a project it is better to give the funds back, so they can be reallocated to other projects than to just not complete a project. He stated that you will have a better chance of getting future funding if you give the funds back voluntarily as opposed to just not finishing a project. After discussion, Malven/M, Willsher/S, M/C to return the $500,000 STBG award. RC: all ayes.

Willsher/M, Malven/S, M/C to approve the bridge inspection proposal from Calhoun/Burns for $700.00. RC: all ayes.

City Clerk Ott informed the council that he has reached out to a few entities on a request for proposal to complete an LMI survey for the upcoming wastewater project per direction from the engineer.

The council discussed the estimate from Weikert Contracting for fixing the walking/bike trail at Lakeshore Park. The estimate was for $16,365. Mayor Anthofer inquired on if the trail is on city property or county property. City Clerk Ott thought it was on city property but will verify with Chickasaw County Assessor Ray Armel.

The council discussed the information on strategic planning presented by Tim Fox at the special meeting February 11, 2023. City Clerk Ott will reach out to Karla Organist with Institute of Decision Making (IDM) at UNI and gather more information to bring back to the council.

Willsher/M, Malven/S, M/C to table discussion on the new PeopleService water/wastewater contract until more information is gathered. RC: all ayes.

Other Business:

City Clerk Ott informed the council that the IEDA Rural Summit is scheduled for April 11th and 12th in Ames. The price is $200/person, but if you have a group of 3 or more it is only $70/person.

There was no other business. Johnson/M, Dean/S, MC to adjourn, RC: 5 ayes. The meeting adjourned at 8:13PM.

## Pending Approval by Council

## John Ott

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| CLAIMS REPORT (February 3-16, 2023) | |  |
| VENDOR | REFERENCE | AMOUNT |
| WEDEKING ELECTRIC LLC | FD-WALL PK/PH CTL BUTTON | $712.77 |
| DON BOSS |  | $31.88 |
| JAN CLEMENT | WC-CRAFTER COMMISSION JAN 23 | $35.25 |
| DEUTH, BRENDA | WC-CRAFTER COMMISSION JAN 23 | $55.13 |
| SHERYL DORMAN | WC-CRAFTER COMMISSION JAN 23 | $85.00 |
| HOMESPUN TREASURER | WC-CRAFTER COMMISSION JAN 23 | $36.38 |
| SHARON LEERHOFF |  | $96.48 |
| MAAS, ROBERTA C. | WC-CRAFTER COMMISSION JAN 23 | $33.56 |
| DARLENE RICKART | WC-CRAFTER COMMISSION JAN 23 | $30.00 |
| SANDY'S STICHES | WC-CRAFTER COMMISSION JAN 23 | $31.50 |
| SENNER, ANN L | WC-CRAFTER COMMISSION JAN 23 | $124.99 |
| TERESA STAUDT |  | $67.50 |
| LISA STEINLAGE | WC-CRAFTER COMMISSION JAN 23 | $71.25 |
| SANDRA VANCE | WC-CRAFTER COMMISSION JAN 23 | $39.38 |
| WORDES CYNTHIA A | WC-CRAFTER COMMISSION JAN 23 | $71.20 |
| BAKER & TAYLOR | LIB-BOOKS | $359.82 |
| BUTLER-BREMER COMMUNICATIONS | LIB-PHONE EXP FEB 23 | $37.87 |
| CENTER POINT LARGE PRINT | LIB-BOOKS | $68.99 |
| DEMCO | LIB-OFFICE EQUIP/SUPPLIES | $190.54 |
| DISCOUNT SCHOOL SUPPLIES | LIB-PROGRAM SUPPLIES | $150.82 |
| HEATHER M. HACKMAN | LIB-TRAINING/ED | $22.62 |
| INGRAM | LIB-BOOKS/DVD/OTHER MATERIAL | $438.13 |
| MARY JANES FARM MAGAZINE | LIB-SUBSCRIPTION 1 YEAR | $19.95 |
| NASHUA PUBLIC LIBRARY | LIB-PETTY CASH POSTAGE | $27.04 |
| SWANK MOVIE LICENSING USA | LIB-MOVIE LICENSING | $423.00 |
| U.S. POST OFFICE | LIB-STAMPS 10 BOOKS | $126.00 |
| 20 20 FX LLC | AMB-COMPUTER PW/UPGRADE WIND10 | $225.00 |
| ARNOLD MOTOR SUPPLY | STREETS-FLIUD/WASH/DLS TRTMNT | $174.09 |
| BOCKHAUS PLUMBING & HEATING | WC-BASEMENT TOILET SERVICED | $272.40 |
| BOUND TREE MEDICAL LLC | AMB-STARTUP SUPPLIES | $6,574.55 |
| BUTLER-BREMER COMMUNICATIONS | PHONE EXP | $302.96 |
| METERING & TECHNOLOGY SOLUTION | WTR-ENDPOINT REMOTE SENSORS X2 | $272.84 |
| OTT, JOHN | CH-REIMB '23 MICROFISCH SCANNE | $641.99 |
| SHUTTLEWORTH & INGERSOL | WAST WATER-EPA CONSENT ORDER | $1,843.00 |
| ZENDA VIKTUREK | AMB-JAN/FEB '23 MED DIR STIPEN | $300.00 |
| WAVERLY HEALTH CENTER | FD-SHANE HILLESHEIM PHY/TESTS | $1,011.00 |
| ERNEST WILLSHER | ERNIE-REIMB MILAGE WAVE911 | $26.20 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $2,242.21 |
| TREASURER STATE OF IOWA | STATE TAX | $361.39 |
| CSG FORTE PAYMENTS | WTR/SWR-ACH BANK FEES JAN '23 | $37.75 |
| Accounts Payable Total |  | $17,672.43 |
| Payroll Checks |  | $7,756.60 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $25,429.03 |
| GENERAL FUND |  | $10,316.94 |
| ROAD USE |  | $2,714.19 |
| ARPA Funds Covid 19 |  | $6,799.55 |
| WATER |  | $1,995.18 |
| SEWER |  | $3,603.17 |
| TOTAL FUNDS |  | $25,429.03 |