City of Nashua
CITY COUNCIL MINUTES
City Council Chambers, City Hall

The Nashua City Council met in regular session on September 18, 2023, in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Harold Kelleher III, Jake Johnson, and Samantha Johnson. Councilmen Tim Malven and Ernie Willsher were absent. City employee(s) City Clerk John Ott, Library Director Heather Hackman, Ion Environmental Solutions Operations Manager Brian Glasgow were in attendance along with 10 guests. Mayor Anthofer asked for consideration approving the regular agenda. J. Johnson/M, Kelleher/S, M/C. RC: 3 ayes, Malven and Willsher were absent. Mayor Anthofer called for a motion to approve the consent agenda: minutes from regular meeting September 5, 2023; Building Permits: 914 Brasher St. and 330 Lakeshore Dr.; Payment of Claims (see Claims Report): Total Claims to be paid $29,044.21+ Wages $8,961.99. J. Johnson/M to approve the consent agenda after moving the 330 Lakeshore Dr. permit to the regular agenda. S. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher were absent.

Mayor Anthofer asked for any public comments: A citizen who is interested in purchasing 1119 Amherst Blvd. and building a house on the property had questions about getting water and sewer connections to the property or the possibility of putting in a well and septic system. This will be discussed further at the next council meeting October 2, 2023.

City Clerk Ott reminded the council of the upcoming hearings on September 27th for Dogs at Large and Dangerous Animals.

Mayor Anthofer called for a motion to approve the following resolutions: 23-45 Resolution to Approve Allowing Continuation of Health Insurance for Dan Zwanziger and his spouse until December 31, 2023 at no cost to the city. 23-46 Resolution to Approve Allocation of ARPA Funds for LED Lighting; and 23-47 Resolution to Appoint Two City Council Members to the Chickasaw Cedar lake Improvement Council (CCLIC). S. Johnson made the motion to approve each of the resolutions, J/Johnson/S, M/C. RC: 3 ayes, Malven and Willsher absent.

S. Johnson/M to set up a new fund for the (CCLIC) Chickasaw Cedar Lake Improvement Council. J. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher absent.

Permits: 330 Lakeshore Dr. which was moved from the consent agenda was discussed. J. Johnson/M to approve the permit providing that the house is aligned evenly with the neighbor’s house. S. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher absent.

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

Department Reports:

City Clerk Ott stated that the August Bank Reconciliation and Financial Reports are complete. He also wanted to remind the council and everyone else interested in running for City Council that the nomination papers are due into the Chickasaw County Auditor’s Office by 5:00PM September 21, 2023. He also reminded the council that he will be gone September 20th-22nd for meetings.

Kelleher wanted to thank the city crew for the great job they did with the water main break and Ion Environmental Solutions for their help on the handling of the water main breaks and the boil order.

Heather Hackman Library Director presented her FY ‘22/23 End of Year Report to the council. She noted that the Library had a fantastic year last year.

Discussion/Action

The council discussed and acted on several items.

J. Johnson/M, S. Johnson/S, M/C to approve the Waiver of Service Fee request for 4 Bailey St and 416 Panama St. RC: 3 ayes, Malven and Willsher were absent.

 J. Johnson/M, Kelleher/S, M/C to approve the Waiver of Service Fee request for 104 Park St. The city estimated usage for over 3 years due to a faulty meter/endpoint and when the city was able to get a reading there had been several thousand gallons underestimated. RC: 3 ayes, Malven and Willsher were absent.

 The council discussed a couple of nuisance properties. Kelleher/M, J. Johnson/S M/C to remind 114 Aspinwall that the city will check up on the property again on October 1st. J. Johnson/M, Kelleher/S to let 611 Brasher know that the city acknowledges their improvement and to continue working on it.

J. Johnson/M, S. Johnson/S, M/C to investigate whether we need to change the ordinance to sending letters to citizens with overgrown lawns to using a red tag with a deadline to make the process more efficient. RC: 3 ayes, Malven and Willsher were absent.

The council discussed the issue with speeding on Charles City Rd. and Sample St. City Attorney Skilton will check with Blue Line Solutions and council member S. Johnson will visit with the County about using their trailer speed limit sign.

Kelleher/M, J. Johnson/S to change Woodbridge St. to a One Way going West from Jay St. to Main St. RC: 3 ayes, Malven and Willsher were absent.

S. Johnson/M, J. Johnson/S, M/C to set a deadline for October 2nd for bids for the Welcome Center AC/Furnace replacement. RC: 3 ayes, Malven and Willsher were absent. The bids will be reviewed at the council meeting October 2nd.

City Attorney disussed the 28E Agreement and Mid American Deed for the dam. He is working on filing a quit claim deed that specifically includes the dam. In the original filing it was Attorney John Cronin’s opinion and everyone agreed that the dam was personal property and not real property and therefore it didn’t need to be included with the deed. City Attorney Skilton also mentioned that he would like the power generated by the plant to serve the citizens of Nashua, but admitted that it will be a tough process.

The city received a letter that LJP will be raising the rates for garbage. J. Johnson/M to set a public hearing for October 16th to discuss garbage rates. S. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher were absent.

Brian Glasgow Operations Manager from Ion Environmental Solutions explained what happened that led to having to issue a boil order. He said that the city had to shut off 5 or 6 valves which didn’t do much of anything at all, so they had to shut the tower down. Once the tower was shut down, they had to let everything get down to a level that they could even work on the lines to get everything fixed. He commented that the city workers did an excellent job. He said it was unfortunate that they had to do what they did, but considering everything it went fairly well. He said the samples passed. He also said that they flushed some hydrants on the edge of town. They didn’t have too much issue with rust. He checked chlorine residuals all over town and those were good. He understands that being out of water for several hours was inconvenient. He said they would like to get a maintenance schedule put together for exercising valves and finding out which valves work, and which ones don’t. The Mayor commented that this all started when we started exercising the hydrants. They have about 2/3 of the town done. Brian mentioned that because they haven’t been done in so long, they had to use a flame to get the caps off. He said that this stuff happens when routine maintenance isn’t done. Someone inquired on what caused the boil order. Brian explained that anytime the water pressure drops below 20 PSI a boil order must be issued.

City Clerk Ott reviewed Iowa Municipal Worker’s Compensation Association’s (IMWCA) recommendations from a site visit September 7th.

One recommendation from the IMWCA site visit was to have a General Safety Manual. City Clerk Ott put together a safety manual for the council to review. J. Johnson/M, Kelleher/S, M/C to add the General Safety Manual as part of the Employee Handbook. RC: 3 ayes, Malven and Willsher were absent. Another recommendation that IMWCA had was to implement a written excavation/trenching safety operations procedure. City Clerk Ott put together a written excavation/trenching safety operations procedure per the recommendation, but Attorney Skilton recommended to the council to not adopt the procedure because our employees do not do excavation/trenching. There was no motion to adopt the excavation/trenching safety procedures.

The council discussed repairing the sidewalk and cleaning the culvert by 7 Cedar St. City Clerk Ott will put together a work order for the Maintenance crew.

S. Johnson/M, J. Johnson/S, M/C to approve purchasing winter coats for the ambulance using money that was allocated to the ambulance from ARPA. RC: 3 ayes, Malven and Willsher were absent.

J. Johnson/M, S. Johnson/S, M/C to approve the Mayor signing the title of the 2017 Freightliner over to the Nashua Rural Fire Company (NRFC). RC: 3 ayes, Malven and Willsher were absent.

The council started to discuss final payment to PeopleServices and council member J. Johnson asked if the discussion could be moved to closed session. Attorney Skilton approved moving it to closed session.

S. Johnson/M to end open session and go into closed session. J. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher were absent. The meeting went into closed session at 8:42PM. The reason the council went into closed session was 21.5(1)(c) of the Iowa Code to discuss strategy with council in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

After Attorney Skilton provided an update to the council and answered council questions. S. Johnson/M, J. Johnson/S M/C, to end the closed session and return to open session. RC: 3 ayes, Malven and Willsher were absent. The closed session ended and open session resumed at 9:11PM.

There was no other business.

S. Johnson/M, J. Johnson/S, M/C to adjourn the meeting. RC: 3 ayes, Malven and Willsher were absent. The meeting adjourned at 9:11PM.

|  |  |
| --- | --- |
| CLAIMS REPORT (Sept 1-13, 2023) |  |
| VENDOR | REFERENCE  | AMOUNT |
| U.S. POST OFFICE  | WA/SWR/GAR-BILLING SEPT'23  | $222.22 |
| JOSH CASTER  | AMB-DRIVER  | $75.00 |
| DETTMER, CHERYL  | AMB-ATTENDANT  | $20.00 |
| GERBER, BROOKELYNN  | AMB-EMT  | $55.00 |
| GERBER, SHEA  | AMB-DRIVER  | $25.00 |
| KARELS, ABRAM  | AMB-EMT  | $30.00 |
| MOHS, DANNON  | AMB-CREW CHIEF AUG'23  | $170.00 |
| NELSON, CHAD  | AMB-DRIVER  | $25.00 |
| NELSON, TONI  | AMB-EMT  | $140.00 |
| SCROGGINS, DEBORAH  | AMB-ATTENDANT  | $40.00 |
| SHOEMAKER, CINDY  | AMB-EMT  | $70.00 |
| SUDOL, MELISSA  | AMB-EMT  | $50.00 |
| ZENDA VIKTUREK  | AMB-SEPT'23 MED DIR STIPEN  | $300.00 |
| CAPTIVATING CRAFTS LLC  | WC CRAFTER COMMISION AUG'23  | $33.34 |
| JAN CLEMENT  | WC CRAFTER COMMISION AUG'23  | $79.13 |
| DEUTH, BRENDA  | WC CRAFTER COMMISION AUG'23  | $120.38 |
| SHERYL DORMAN  | WC CRAFTER COMMISION AUG'23  | $101.98 |
| FRISKY FOX VINEYARD LLP  | WC CRAFTER COMMISION AUG'23  | $68.30 |
| TERRY HINRICHS  | WC CRAFTER COMMISION AUG'23  | $60.00 |
| ANDREA KING  | WC CRAFTER COMMISION AUG'23  | $30.75 |
| SHARON LEERHOFF  | WC CRAFTER COMMISION AUG'23  | $198.05 |
| MAAS, ROBERTA C.  |   | $238.76 |
| NANCY SCHERER  | WC CRAFTER COMMISION AUG'23  | $131.33 |
| SENNER, ANN L  | WC CRAFTER COMMISION AUG'23  | $166.18 |
| TERESA STAUDT  | WC CRAFTER COMMISION AUG'23  | $38.25 |
| LISA STEINLAGE  | WC CRAFTER COMMISION AUG'23  | $71.25 |
| SHIRLEY STEVENSON  | WC CRAFTER COMMISION AUG'23  | $58.88 |
| WORDES CYNTHIA A  | WC CRAFTER COMMISION AUG'23  | $178.00 |
| BAKER & TAYLOR  | LIB-BOOKS  | $425.36 |
| BETTER HOMES & GARDENS  | LIB-CELEBRATE THE SEASON 2023  | $35.91 |
| BIRDS & BLOOMS  | LIB-SUB. RENEW  | $32.08 |
| BOOK LOOK  | LIB-COWGIRL BOOKS  | $29.98 |
| BUTLER-BREMER COMMUNICATIONS  | LIB-PHONES SEPT'23  | $37.60 |
| CENTER POINT LARGE PRINT  | LIB-PATTERSON/SILVA BOOKS  | $51.00 |
| CRAIG, SHEILA  | LIB-PROGRAM 11/18/23 10:30 AM  | $150.00 |
| DEMCO  | LIB-ENRICHMENT MATERIALS  | $116.89 |
| HEATHER M. HACKMAN  | LIB-MILEAGE FOR TRAINING  | $50.31 |
| INGRAM  | LIB-BOOKS AND OTHER MATERIAL  | $467.03 |
| MOTHER EARTH LIVING  | LIB-SUBSCRIPTION 6 ISSUES  | $18.00 |
| NASHUA PUBLIC LIBRARY  | LIB-PETTY CASH  | $42.31 |
| NASHUA-PLAINFIELD SCHOOLS  | LIB-YEARBOOK 2024-2025  | $60.00 |
| NEW HAMPTON TRIBUNE NASHUA  | LIB-SUBSCRIPTION 12 MONTHS  | $56.00 |
| POPULAR MECHANICS  | LIB-SUBSCRIPTION 1YR  | $32.07 |
| PROGRESSIVE FARMER  | LIB-SUBSCRIPTION 14 ISSUES  | $26.00 |
| TASTE OF HOME  | LIB-RECIPIES/TASTE OF CHRISTMA  | $77.96 |
| THE IOWAN  | LIB-SUBSCRIPTION 6 ISSUES  | $24.00 |
| U.S. POST OFFICE  | LIB-POSTAGE  | $132.00 |
| AUTOMATIC SYSTEMS CO.  | SWR-SERVICE CALL 6/13  | $815.00 |
| BOUND TREE MEDICAL LLC  | AMB-6/RESTRAINT 2/CUFF  | $194.12 |
| BRUENING ROCK PRODUCTS INC  | STREET-1'RR  | $44.56 |
| BUTLER-BREMER COMMUNICATIONS  | PHONE EXP SEPT'23  | $305.31 |
| CHICKASAW COUNTY TREASURER  | PARKS-PA'S PLAYGROUND PROP TAX  | $174.00 |
| CRONIN, SKILTON, SKILTON  | LEGAL EXP-JULY/AUG  | $1,073.84 |
| DAKOTA SUPPLY GROUP  | WATER-HYDRANT OIL/DIFFUSERS  | $382.32 |
| DANKO EMERGENCY EQUIPMENT  | FD-MINOR EQUIP/BOOT14' RUR/CIT  | $405.00 |
| FIVE STAR COOPERATIVE  | WTR-2'X10' JET TRUCK LINE  | $54.48 |
| GERBER, SHEA  | PARK-RENTAL OF GENERATOR  | $20.00 |
| ION ENVIRONMENTAL SOLUTIO  |   | $7,791.07 |
| IOWA PRISON INDUSTRIES  | STREET-PARKING SIGNS/D.A.R.E  | $117.40 |
| JACOBS DOZER SERVICE  | WTR-MAIN REPAIR WENTLING  | $1,640.00 |
| JOHN DEERE FINANCIAL  | ST/PARK-EQUIP/TOOLS/OIL/WASP  | $2,996.73 |
| KLOCKE'S EMERGENCY VEHICLES  | AMB-RED LED/FLASHER  | $417.72 |
| LEROY'S REPAIR  | SWR-CHAIN REPAIR  | $173.94 |
| OTT, JOHN  | 24 HR EMERGENCY PHONE  | $54.01 |
| PEDERSON PLUMBING  | PARK-RESTROOM REPAIR LAKESHORE  | $183.00 |
| S & T COLLISION  | ST-SKID LOADER TIRES  | $2,076.52 |
| U.S. POST OFFICE  | CH/WTR/SWR-POSTAGE STAMPS  | $351.00 |
| UNPLUGGED WIRELESS COMMUNICATI | FD-UNICATION KNOB KIT G2-G5  | $154.00 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,471.30 |
| TREASURER STATE OF IOWA  | STATE TAX  | $394.12 |
| IOWA DEPARTMENT OF REVENUE  | SWR-SALES TAX AUG'23-Q3  | $307.19 |
| IOWA DEPARTMENT OF REVENUE  | WET-SALES TAX AUG'23  | $1,227.54 |
| IOWA DEPARTMENT OF REVENUE  | WC-Q3-SALES TAX AUG'23  | $176.48 |
| CSG FORTE PAYMENTS  | WTR/SWR-ACH BANK FEES AUG'23  | $42.00 |
| TRIONFO SOLUTIONS, LLC  | DEATH/DISABILITY AUG-SEPT'23  | $340.26 |
| Accounts Payable Total  |   | $29,044.21 |
| Payroll Checks  |   | $8,961.99 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $38,006.20 |
| GENERAL FUND  |   | $10,643.84 |
| LAKE/DAM  |   | $124.50 |
| ROAD USE  |   | $4,740.72 |
| EMPLOYEE BENEFIT  |   | $139.20 |
| ARPA Funds Covid 19  |   | $2,263.37 |
| WATER  |   | $11,053.67 |
| SEWER  |   | $9,040.90 |
| TOTAL FUNDS  |   | $38,006.20 |