**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

The Nashua City Council met in regular session on August 3, 2020 in Council Chambers at City Hall. Pursuant to Iowa Code 21.8 the meeting was also held electronically due to concerns of Covid-19 and social distancing guidelines put in place by Governor Kim Reynolds. The meeting was called to order at 7:00PM with Mayor Betsinger presiding. Council members present were Alex Anthofer, Scott Cerwinske, Thomas Johnson, and Harold Kelleher III. Charles Shelby attended remotely. City employee(s) City Clerk John Ott was present. Library Director Heather Hackman attended remotely. Chickasaw County Sheriff Martin Hemann was present along with 1 guest. There was 1 guest that participated remotely.

Mayor Betsinger asked for consideration approving the amended agenda tabling the minutes from the July 20, 2020 council meeting and adding one invoice for approval from Quality Pump for $2,995 as well as moving (17 E) Petitions to after (6) Public Hearings because the petition coincided with the public hearing information. Anthofer/M, Kelleher/S, M/C. Mayor Betsinger asked if there were any public comments. A citizen brought up the planters on Main St. and inquired about who was responsible for taking care of them. Tim Fox and Val Trainer were going to present the Community Builder Plan that was put together, but neither was available to attend. Tim Fox will be here at the meeting on August 17th. The Community Builder Plan was submitted to INRCOG and City Clerk Ott inquired if anyone had OK’d the plan being submitted to INROG because he was absent at the previous meeting and INRCOG had called him to let them know he had received the plan, but it was submitted by Tim Fox. The council stated that they were not aware that this plan was being submitted to INRCOG, but they approved gathering information and putting a plan together. Mayor Betsinger called for a motion to open a public hearing to discuss an ordinance amending the storm water utility fee. Cerwinske/M, Kelleher/S. Motion Carried. The public hearing was opened at 7:07PM. After discussion the Mayor asked for a motion to close the public hearing. Cerwinske M/ Kelleher/S, M/C. The public hearing was closed at 7:13PM. Mayor Betsinger called for a motion to approve the final reading of Ordinance 334 Amending the Storm Water Utility Fee. Cerwinske/M, Johnson/S, M/C. Mayor Betsing asked for a motion to approve the final passage of Ordinance 334. Cerwinske/M, Kelleher/S, M/C. Roll Call – Anthofer – Aye, Cerwinske-Aye, Johnson – Aye, Kelleher – Aye, Shelby – Aye. Ordinance 334 passed and will be in effect after publication.

After passage of Ordinance 334 Mayor Betsinger asked the council how they wanted to address the petition on the Storm Water Utility. Kelleher made a motion to not issue a refund on the storm water utility fee from previous months because the money is needed and repairs need to be done and we have a future construction project the city is currently working on as well. Cerwinske Seconded. M/C. Roll Call: Anthofer – Abstain, Cerwinske, Aye, Johnson – Aye, Kelleher – Aye, Shelby – Aye. M/C.

Mayor Betsinger asked for a motion to approve the consent calendar payment of claims.

Payment of Claims (see claims report): Total claims to be paid: $73,296.60 +$8,616.94 (Wages)

1. General Fund: $41,334.89
2. Lake/Dam: $77.44
3. Road Use: $5,965.88
4. Employee Benefits: $5,1452.01
5. Water: $12,318.73
6. Sewer: $17,074.59
7. Total Funds: $81,913.54
8. Plus 2 added invoices Quality Pump Sewer Fund - $2,995 and Municipal Management Corp $3,000 Water Fund

Cerwinske/M, Anthofer/S, M/C.

Demolition/Excavation Permits

Mayor Betsinger called for a motion to approve the following Demolition/Excavation Permit 61 Wabash. Kelleher/M, Anthofer/S approved pending payment. M/C.

Building Permits

Mayor Betsinger asked the council for a motion to approve the following building permits: 412 Woodbridge St., 285 Lakeshore Dr., 524 Main St., 502 Livingston St., and 415 Greeley St. Cerwinske/M to approve all building permits with the exception of 285 Lakeshore until a survey is completed. Kelleher/S M/C. All building permits were approved with the exception of 285 Lakeshore Dr which was tabled until a survey is conducted.

Business of the Mayor:

The mayor had no business to discuss

Department Reports:

City Clerk Ott reviewed the July financial reports. Council member Anthofer asked him a question about two reports that reflected two different budget numbers on sewer fund. City Clerk Ott thought it was because one reflected just the sewer revenue line item and the other reflected all line items in the sewer fund, but he would look into it and get back with him. City Clerk Ott shared a memo from Nathan Miller of IIW Engineering about the FEMA Lake/Dam project and stated that Nathan was happy to talk with any one of the council members on an individual basis if they had questions or concerns. The memo was intended to provide information and clarification related to the additional work required for the repair currently underway on the Cedar Lake Dam. City Clerk Ott also reminded the council that Representatives from the Catalyst Program will be in town on August 4th. Council Members: Anthofer asked about the bushes and trees that overhang the sidewalk. Mayor Betsinger said that the city has an ordinance in place and that is the homeowner’s responsibility to take care of them. Kelleher talked about the work that has been completed at the parks including trimming branches, cleaning up parks and along walking trail. He also stated that Phase 1 of the electrical project at the campground has been completed. The next event at the campground is the car show which will be held August 15th. They are still looking for kiosk signage and repairing the roof at the shelter. Tom inquired about the lawns and how the nuisance letters are being handled. Sheriff Hemann stated that he would talk about that in his report. Cerwinske inquired on whether or not Edgar was still needed because we have not gotten much rain. Sheriff Martin Hemann presented his monthly activity report and touched on a few of the calls that were made as well as talked about the nuisance letters. He is working with City Clerk Ott and if someone mentions a nuisance property than City Clerk Ott reports it to the Sheriff’s Department and they send out the letter and follow up on the reports and issue violations for those matters that aren’t addressed in a timely manner. There was no information on the Welcome Center as it has been closed due to Covid-19. Councilman Johnson inquired about getting together with Barb Lumley prior to the Welcome Center opening and putting some guidelines in place. Councilman Cerwinske updated the council on the ambulance agreement information. The county has put together a draft 28E agreement, which the council reviewed. There is a county meeting at 1:00PM on August 5th which councilman Cerwinske is planning on attending. He also mentioned that the ambulance council is trying to set a meeting to review everything as well and they are aiming for Wednesday or Thursday this week. The council talked about the plan to open city hall and they have decided to keep it closed for now. It will remain closed to the public, but open by appointment for necessary business activities. The council discussed Comp Time for Beth to build storm water utility accounts, but Mayor Betsinger stated that since the ordinance passed as it was written there will not be any overtime/comp time needed. The council discussed putting a fence ordinance in place and City Clerk Ott will get some sample fence ordinances to give to the council to review. City Clerk Ott discussed the policy he had put together in regards to a Federal Motor Carrier Safety Administration Drug and Alcohol Clearinghouse General Consent form. This policy was recommended by the FMCSA. Cerwinske/M, Johnson/S, M/C. The council discussed the property located on Mill St. and what they should do with it. Councilman Anthofer suggested that we put all the city properties online for sale along with the criteria needed and if someone was interested they would be aware of what properties the city has. The council also discussed hiring a new cleaning person since our former cleaning person retired. Kelleher made a motion to advertise for the position, Cerwinske Seconded. M/C.

There was no other business. Cerwinske Motioned to adjourn, Johnson Seconded. Motion Carried. The meeting adjourned at 8:35PM.

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| Revenue Fund July, 2020 |  |  |  |  |  |
| NAME | NET BUDGET | MTD BALANCE | YTD BALANCE |  |  |
| GENERAL FUND TOTAL | 801,494.00 | 43,356.91 | 43,356.91 |  |  |
| LAKE/DAM | 39,200.00 | 1,617.00 | 1,617.00 |  |  |
| URBAN REVITAL | 39,200.00 | 1,617.00 | 1,617.00 |  |  |
| ROAD USE TOTAL | 201,233.00 | 27,959.77 | 27,959.77 |  |  |
| EMPLOYEE BENEFIT TOTAL | 158,098.00 | 1,473.84 | 1,473.84 |  |  |
| EMRGNY FUND | 12,808.00 | 170.49 | 170.49 |  |  |
| DEBT SERVICE TOTAL | 189,952.00 | 879.95 | 879.95 |  |  |
| PERM FUNDS-CITY WATSON TOTAL | 3,000.00 | 2,119.29 | 2,119.29 |  |  |
| WATER TOTAL | 241,150.00 | 15,220.20 | 15,220.20 |  |  |
| UTILITY DEPOSITS TOTAL | 3,000.00 | 750 | 750 |  |  |
| SEWER TOTAL | 339,180.00 | 21,948.70 | 21,948.70 |  |  |
| SEWER SINKING TOTAL | 146,500.00 | 13,154.17 | 13,154.17 |  |  |
| STORM WATER UTILITY TOTAL | 0 | 3,117.42 | 3,117.42 |  |  |
| TOTAL REVENUE BY FUND | 2,663,915.00 | 133,384.74 | 133,384.74 |  |  |

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| CLAIMS REPORT (July 21-Aug 3, 2020) | |  |
| VENDOR | REFERENCE | AMOUNT |
| DELTA DENTAL OF IOWA | DENTAL INS | $275.54 |
| GIS BENEFITS | LIFE INSURANCE | $13.38 |
| LINCOLN SAVINGS BANK | HSA | $2,100.00 |
| INRCOG | URBAN REVIT-REHAB GRANT FEES | $2,530.69 |
| IOWA DNR | WASTE WATER -DISCHARGE PERMIT | $210.00 |
| IOWA ONE CALL | LOCATES | $178.20 |
| JENDRO SANITATION SERVICE | REFUSE/REC - JULY 2020 | $10,965.53 |
| PEOPLESERVICE INC. | water waste water contract | $19,111.00 |
| ROEDER POWDER COAT & MACHINE | CH/WATER/SEWER - PARTITION | $447.50 |
| BLUE CROSS WELLMARK | HEALTH INS - AUG 2020 | $7,574.33 |
| BRUENING ROCK PRODUCTS INC | STREETS - ROAD ROCK | $173.32 |
| CENTURYLINK | WC-PHOONE EXP JULY 2020 | $70.09 |
| DORSEY & WHITNEY LLP | AMBULANCE-LEGAL FEES | $900.00 |
| MIDAMERICAN ENERGY | GAS/ELECT EXPENSE JULY 2020 | $7,881.97 |
| NASHUA PLUMBING & HEATING | PARKS - SUPPLIES | $251.30 |
| OTT, JOHN | CH-GO DADDY DOMAIN REIMBURSE | $36.34 |
| JAN CLEMENT | WC-VENDOR COMM AP/MAY 2020 | $18.75 |
| SHARON LEERHOFF | WC-VENDOR COMM APR/MAY | $2.55 |
| MAAS, ROBERTA C. | WC-VENDOR COMM-APRIL/MAY | $17.18 |
| NANCY'S TRUFFLES | WC-VENDOR COMM AP/MAY 2020 | $6.75 |
| TERESA STAUDT | WC-VENDOR COMM AP/MAY 2020 | $9.00 |
| ZWEIBOHMER SHELLEY | WC-VENDOR COMM AP/MAY 2020 | $8.21 |
| DEMRO ELECTRIC |  | $14,084.95 |
| FASTENAL COMPANY | DAM-FITTINGS FOR REPAIRS | $77.44 |
| IPERS | REGULAR IPERS | $3,487.98 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $2,450.60 |
| TREASURER STATE OF IOWA | STATE TAX | $414.00 |
| Accounts Payable Total |  | $73,296.60 |
| Payroll Checks |  | $8,616.94 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $81,913.54 |
| GENERAL FUND |  | $41,334.89 |
| LAKE/DAM (LOST TAX ONLY) |  | $77.44 |
| ROAD USE |  | $5,965.88 |
| EMPLOYEE BENEFIT |  | $5,142.01 |
| WATER |  | $12,318.73 |
| SEWER |  | $17,074.59 |
| TOTAL FUNDS |  | $81,913.54 |