**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

The Nashua City Council met in regular session on May 18, 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 Scott Cerwinske, Thomas Johnson, and Harold Kelleher III. Alex Anthofer and Charles Shelby both participated remotely. City employee(s) City Clerk John Ott was present. Nick Henningsen Water/Waste Water Superintendent was present along with one guest. There was also 1 guest that participated remotely.

Mayor Betsinger asked for consideration approving the agenda. Cerwinske Motioned. Johnson Seconded. Motion Carried.

Mayor Betsinger asked if there were any public comments. There were none.

The council was unable to set a public hearing for the lease of the property at 206 Jay St. because they didn’t have the lease agreement.

Mayor Betsinger called for a motion to approve Resolution 20-27 Approving Appointment of Nate Sinnwell as Park Board President. Anthofer Motioned. Johnson Seconded. Motion Carried. Roll Call All Ayes.

Mayor Betsinger called for a motion to approve the minutes from the Special Council Meeting on May 4, 2020 and the Regular Council Meeting on May 11, 2020. City Clerk Ott noted that on the May 4th minutes it stated Richard McBurney was from the Iowa DOT; however, he is with Butler-Bremer Communications, not the DOT. Shelby Motioned to approve the minutes with the change. Kelleher Seconded. Motion Carried.

 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: $213,824.15 + 7,766.69

1. General Fund: $8,984.46
2. Road Use: $2,328.14
3. Debt Service: $57,895
4. FEMA Fund #301 Lake Dam: $2,804.82
5. Perm Funds Lib Watson:- $340.35
6. Water: $4,398.66
7. Sewer: $2,913.16
8. Sewer Sinking Fund: $131,086.25
9. Storm Water Utility Fund: $10,839.50
10. Total Funds: $221,590.84

Johnson Motioned. Cerwinske Seconded. Motion Carried.

Demolition/Excavation Permits

Mayor Betsinger called for a motion to approve the following Demolition/Excavation Permit: 503 Greenwood Ave – Johnson Motioned. Cerwinske Seconded. Motion Carried.

Building Permits

Mayor Betsinger asked the council for a motion to approve the following building permits: 503 Greenwood Ave., 103 Dawn Dr., 1401 Howard St., 115 Cedar Hill Ave. and 701 Main St. Kelleher Motioned. Johnson Seconded. Motion Carried. All building permits were approved.

Business of the Mayor:

Mayor had no business to discuss.

Department Reports

City Clerk Ott informed the council that he had the April Bank Reconciliation completed and they could either review it at the meeting or come into City Hall and review it. He asked the council and citizens if anyone had any questions about Governor Reynold’s Proclamation opening the state as he had the information available. He informed the council that he had applied for an Iowa Economic Grant and the City was awarded $5,000. One of the requirements is that a public hearing needs to be held. He requested the council set a public hearing for June 1, 2020. Cerwinske Motioned. Johnson Seconded. A Public Hearing has been set for June 1, 2020. He asked the council if anyone had any idea of what they wanted done with the kiosk at the Welcome Center. No one made a decision.

Nate Sinnwell from the Park Board presented the information from Parks Department. He presented several quotes from projects the Parks Department is working on. After reviewing the quotes, the council decided that they would need more information on a couple of the projects to detail more of the costs that will be incurred that were not clear. Nate stated that he would gather more information for the council. The council did approve the purchase of buoys for the swim platform as it is a DNR requirement to have them in order to be able to utilize the swim platform. He also discussed the issue at the boat ramp and potentially building a concrete form outside the river and then placing it by the boat ramp to fill in the hole.

Council Members:

Anthofer mentioned some of the issues with the water usage, but stated that Nick was there and so he would keep it short.

Cerwinske mentioned that the Emergency 911 Board did reach an agreement with the landowner for the communication towers and therefore they will not be using the water tower.

Nick Henningsen presented his monthly water/wastewater report. He also stated that they have been making some headway with some of the much needed repairs at the wastewater plant; however there are still a few repairs that need to be made. One of the larger repairs is the North Clarifier and he was estimating the cost around $50,000. He also mentioned that he is hoping that when Plainfield Welding comes to fix one of the issues they will be able to take care of a few repairs to help save the city money. He also talked about the water loss being an ongoing issue for multiple years and so he hired a company to come in and do another leak detection. The city had a leak detection done in October, but he wants another one done forgetting anything that they have on their records and start with a clean slate and not take any pre-existing information into account when they do their detection. He noted that they won’t dig every “location” that gets a “hit” as having a slight noise indicating a leak; however it may give them more insight in locating the problem if there is one.

Discussion/Action Items

The council decided to table the decision on the storm water utility fee until they had more information. The city is doing pool fills again this year and the fees will be the same as last year. City Clerk Ott talked about a webinar he attended in regards to backing up social media content. The cost of the program was $200/month. The Mayor asked the council if they wanted to approve the program. Johnson Motioned to not approve the program. Cerwinske Seconded not approving the program. The motion died. City Clerk Ott reviewed communication from Attorney Skilton regarding local purchase policy/conflict of interest from the Annual Exam regarding purchases made by the city from Nashua Plumbing and Heating. The email stated that the Mayor’s bills should be taken up separately by the council around mid -year the estimated time when the Mayor exceeds the $2,500 limit that is allowed. The Mayor stated that he talked to the Examiner when the Examiner was here and told him the limit was $6,000 and that is what is in the Code of Ordinance. The Mayor stated that the Examiner told him that the $2,500 limit was outdated and he didn’t know why it was still in there.

Other Business:

The council reviewed the monthly library report. There were no comments or questions. The council discussed opening of City Hall back up to the public. City Clerk Ott stated that the city is getting estimates for placing partitions around the desks similar to what is in the Post Office and other locations. He stated that they would like to be closed to the public until the partitions are in place if possible.

There was no other business. Cerwinske Motioned to adjourn. Johnson Seconded. The meeting was adjourned at 8:30PM.

 Pending Approval by City Council

 John Ott

 City Clerk

|  |  |  |
| --- | --- | --- |
| CLAIMS REPORT (May 5-18, 2020) |  |  |
| VENDOR | REFERENCE  | AMOUNT |
| U.S. POST OFFICE  | WATER/SEWER/GARB/REC  | $202.44 |
| BADGER METER  | WATER-METER SERVICES-MAR 2020  | $622.11 |
| BUTLER-BREMER COMMUNICATIONS  | WELL INTERNET - APRIL 2020  | $44.95 |
| CENTURYLINK  | PHONE EXP-APRIL 2020  | $543.76 |
| CRONIN, SKILTON, SKILTON  | CH - ATTORNEY FEES  | $289.65 |
| IIW ENGINEERS & SURVEYORS  | STORM WATER- GREELEY ST  | $11,798.00 |
| IOWA FINANCE AUTHORITY  | SEWER - REV BOND PRNCPL/INT  | $188,981.25 |
| JACOBS DOZER SERVICE  | WATER-CURB STOP 115 LEXINGTON  | $1,111.51 |
| NEW HAMPTON TRIBUNE NASHUA  | CH-LEGAL PUBLICATIONS  | $519.37 |
| QUALITY PUMP & CONTROL  | SEWER-LIFT STATION PUMP REBLD  | $1,215.00 |
| RILEY'S INC.  | CH-COPY FEES APRIL 2020  | $196.56 |
| WEX BANK  | CITY FUEL EXPENSES  | $690.08 |
| BROWN SUPPLY CO. INC.  | WATER/SEWER-eQUIPMENT REPAIR  | $297.78 |
| HENNINGSEN BETH  | CH-NOTARY REIMBURSE  | $30.00 |
| KJ DESIGN LLC  | PD-GOLF CART/UTV REG STICKER  | $36.00 |
| QUIN-CITIES SHOPPING GUIDE  | WC-ADVERTISING  | $150.00 |
| VERIZON  | PD-CELL/INTERNET  | $146.46 |
| BAKER & TAYLOR  | LIB-WATSON ENDOWMT  | $303.69 |
| CENTURYLINK  | LIB - POSTAGE  | $63.40 |
| DEMCO  | LIB-OFFICE SUPPLIES  | $267.53 |
| DEMRO ELECTRIC  | DAM-EQUIPMENT REPAIR  | $1,846.32 |
| GOOD HOUSEKEEPING  | LIB-SUBSCRIPT  | $32.07 |
| GUILDCRAFT  | LIB-PROGRAM SUPPLIES  | $165.11 |
| HEATHER M. HACKMAN  | LIB- SHELVING  | $40.00 |
| LARSON PRINTING COMPANY  | LIB-SUPPLIES  | $52.79 |
| MARTHA STEWART LIVING  | LIB-SUBSCRIPT  | $22.00 |
| NASHUA PUBLIC LIBRARY  | LIB- PETTY CASH  | $13.00 |
| R & S MOWING  | LIB-FERTILIZER  | $40.00 |
| TASTE OF HOME  | LIB-WATSON ENDOWMT  | $36.66 |
| TIME  | LIB-SUBSCRIPT  | $77.34 |
| IOWA DEPARTMENT OF REVENUE  | SALES TAX-APRIL 2020  | $249.00 |
| IOWA DEPARTMENT OF REVENUE  | WET TAX - APRIL 2020  | $1,020.00 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,338.32 |
| TREASURER STATE OF IOWA  | STATE TAX  | $382.00 |
| Accounts Payable Total  |   | $213,824.15 |
| Payroll Checks  |   | $7,766.69 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $221,590.84 |
| GENERAL FUND  |   | $8,984.96 |
| ROAD USE  |   | $2,328.14 |
| DEBT SERVICE  |   | $57,895.00 |
| FEMA FUND #301 LAKE/DAM  |   | $2,804.82 |
| PERM FUNDS-LIB WATSON  |   | $340.35 |
| WATER  |   | $4,398.66 |
| SEWER  |   | $2,913.16 |
| SEWER SINKING  |   | $131,086.25 |
| STORM WATER UTILITY  |   | $10,839.50 |
| TOTAL FUNDS  |   | $221,590.84 |