Nashua City Council Meeting

City Hall Chambers

March 20, 2017 at 7 p.m.

The Nashua City Council met in regular session March 20, 2017 at Nashua City Hall at 7:05pm. Mayor Angelina Dietz presided with Council members Rolland Cagley, Ryan Jung and Brenda Roberts present. Tom Johnson and Kyle Lane were absent.

 The following employees were in attendance: City Attorney David Skilton, Utility Clerk Beth Henningsen, Sergeant Travis Marvin, Street Superintendent Dan Zwanziger and Library Director Heather Hackman. 15 guests were in attendance.

 Mayor Dietz asked that the agenda be amended by adding Resolution 16-31 A Resolution of the City Council of the City of Nashua, Iowa Approving the 2015/2016 Fiscal Year Annual Urban Renewal Report of the City of Nashua Effective March 20, 2017 and add Mary Jean Parks to agenda regarding the electronic sign.

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

 Motion Jung, seconded by Cagley to approve bills for March 20, 2017-attached in a separate file- with a change to 5 Star Coop in the amount of $200.20. Motion carried unanimously.

 Lou Ann Murphy was not present to speak, however temporary City Clerk Neal said she spoke with Lou Ann Murphy in person and said that there are outstanding checks not accounted for, mispostings, corrections that were asked to be made were again made incorrectly, not getting outstanding check report, balances are not correct and transfers were not being done. Lou Ann Murphy is to be present at the April 3rd council meeting. Mayor Dietz also announced there will be a State Audit to be conducted April 6th, 2017 for the 2016 year. Mayor Dietz also stated that she has been in contact with the League of Cities to find temporary help for the City Clerk position.

Department Reports:

 Police Sergeant Marvin: Letter from County Attorney stating removed more services. We have Moch system in place which contains a GPS and can see where each officer is at on duty. DCI came in to teach them the fingerprinting process. County will still take 911 calls. Officer on duty will have a phone for non-emergency calls. Stephen in Des Moines for K-9 training for tracking for a week.

 Parks: Councilman Jung stated the campground is opening April 13th. Pets at the Park is an upcoming event.

 Library: Director Hackman said first movie showing turned out well. The next one is in April. National Library week is April 10 – 15. April 29th will be an Iowa Humanity speaker. Eagle program is set for April 22nd.

 Sewer: Superintendent Henningsen said the north clarifier is all fixed and is at full speed. March 15th he will chlorinate.

 Streets: Superintendent Zwanziger has the street sweeper out and working on streets/ drains. Had one pump go down at dam and is now fixed. He also fixed some potholes.

 Mayor Dietz has been working on finding a temp to work on AFR and Budget – asked former City Clerk Becky Neal to assist. FEMA came in Saturday and wants us to fix the whole problem with the apron by the dam. Need to get quotes from engineers by March 31st. Thanks to Becky Neal and Beth Henningsen for stepping into a full-time role while we are working through reports and daily activities.

 Council: Jung, Roberts and Cagley also thanked Becky and Beth for their help.

 Discussion was held on the electronic sign. Mary Jean Parks wants to have sign used. She said to call Signs & Designs to help with setup. Wants Council to have it up by end of March. Mayor wondering where to put it for maximum impact. Roberts would like email of who donated to the sign and the background of the sign as well as installation costs. Ms. Parks will provide details in an email.

 Discussion was held on hiring of a temporary clerk. Mayor Dietz had spoken with the League of Cities and Trudy, Charles City clerk, had called to see if she can help/ mentor.

Roberts made a motion to pursue talking with Trudy and continue to have Becky Neal help with AFR and budget, Jung seconded. Motion carried unanimously.

 Discussion of the Annual Financial Report for fiscal year 2015/16 was held. Becky Neal talked about page 5 with special revenues being $892,000 which should be closer to $8000. Debt Service is negative $170,000 which should be in a positive range. Either we didn’t tax enough or not enough transferred from water & sewer. Page 12 The ending fund balance – Becky had moved money into debt service to try to get back on track. Water and sewer accounts are an issue overstating them as we did not transfer into debt service as we are supposed to every year. Also, special revenue should have a transfer to debt service. Special revenues come from road use and local option tax.

Motion made by Roberts to approve AFR, seconded by Cagley. Ayes were Roberts and Cagley; nay was Jung. Not passed.

 Discussion of the Resolution 16-31 A Resolution of the City Council of the City of Nashua, Iowa Approving the 2015/2016 Fiscal Year Annual Urban Renewal Report of the City of Nashua Effective March 20, 2017. Mayor Dietz had spoken with Treasurer regarding the number in Urban Revitalization account and Lou Ann Murphy had stated the number is accurate.

Motion by Jung to approve the report, seconded by Roberts. Ayes: 3 Nays: 0 Absent: 2

 Discussion to use the Verizon Broadband/ cell phones for the police department was held regarding the use of cell phones to have non-emergency calls forwarded to them when not in the office. Two phones would be used.

 Motion made by Jung to approve the use of cell phones, Roberts seconded. Motion carried unanimously.

 Discussion held to amend the Resolutions 16-08 & 16-09 for signatures for the City of Nashua accounts which reads who will sign checks. Jung wanted to amend by taking off the City Clerk’s name on the resolution.

 Motion made by Jung to approved the Resolutions with the elimination of the City Clerk’s name, Roberts seconded. Ayes: 3, Nays: 0, Absent: 2

 Discussion to approved the consent agenda regarding the building permit at 1301 Howard St. was held. The permit requests to replace gutters, new siding, new windows and doors.

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

 Discussion was held to approve the Flood Plain Development Application/Permit for the Chicago Central & Pacific Bridge replacement at Milepost Osage 29.70/ NE of the Ford Street/ Main Street intersection.

 Motion made by Cagley to approve the permit; died for lack of second. Not passed. Council wants legal opinion on flood plain.

 Discussion held on the water meter project. 614 meters have been installed with 601 accounts set up. Three accounts need to be set up with 10 meters are problem meters.

 Discussion to purchase a laptop for Jeff Smith was tabled. Need to speak with Denny Ungs to see if we can upgrade current computer.

 Discussion regarding security cameras at City Hall/ Policy Department was tabled due to Councilman Johnson having the research.

 Discussion regarding the posted City Administrator position was held. A committee was formed with Roberts, Lane and two outside citizens to review applications and interview qualified candidates.

 Discussion was held by Sergeant Marvin about the three reserve officers. Sergeant Marvin requested all three applicants be approved as reserves. $1/yr. is the salary.

 Motion made by Jung to approve the three reserve officers, Roberts seconded. Motion carried unanimously.

 Discussion was held on the concrete building behind City Hall. Paul is working with contractors and all materials/labor is donated except the door.

 Motion made by Jung to move forward pending blueprint, Roberts seconded. Motion carried unanimously.

 Discussion held on the NCIC system. This system provides record checks, driver’s license/registration, criminal history. Total cost is $331.60. Per year for MACH system is $1200.

 Motion by Roberts to approve the purchase for NCIC system, seconded by Jung. Motion carried unanimously.

 Motion by Jung to open the public hearing at 9:05 p.m. regarding the condemnation of 306 Main St. Motion carried unanimously.

 City Attorney Skilton spoke regarding the condemnation of 306 Main St. Skilton talked about the notifications sent to the owners, David and Shanna Litterer. The last hearing was not attended by David Litterer and his attorney, Ms. Judith O’Donahue, and they requested an appeal of the decision. Residents of the building have been notified of condemnation. Skilton also talked about the conditions as noted by the inspector. Ms. O’Donahue stated the costs of tearing down the building of approximately $77,000 and ensuring the building surrounding them stay upright. Mayor Dietz noted the wall on the Spirit Photography side has a brick wall which should help maintain the stability. Mayor Dietz also mentioned the inspector stated a structural engineer can provide a quote as to how to reinforce the walls and maintain the stability of the middle building. Those plans would need to be submitted to the City of Nashua for review and approval.

 Motion by Jung to close the public hearing at 9:17 p.m., Cagley seconded. Motion carried unanimously.

 Motion by Jung to have the owner, David Litterer, look into a structural engineer estimate and put it back on review in 30 days, Roberts seconded. Motion carried unanimously.

 Motion by Roberts to adjourn the meeting at 9:23 p.m., seconded by Jung. Motion carried unanimously.

 Angelina Dietz

 Mayor

Attest: Beth Henningsen

Utility Clerk

Transcribed by the Utility Clerk subject to Council approval