City of Nashua
CITY COUNCIL MINUTES
City Hall

The Nashua City Council met in regular session on March 18, 2024, at Council Chambers in City Hall. The meeting was called to order at 7:00PM with Mayor Pro Tem Ernie Willsher presiding. Council members present were Peggy Hall, Jake Johnson, Samantha Johnson, Ernie Willsher, and Dan Zwanziger. Mayor Harold Kelleher III was absent. City employee(s) City Clerk John Ott; Library Director Heather Hackman, Street Supervisor Zade McCall, Park Board President Nat Sinnwell along with 4 guests were in attendance.

Mayor Pro Tem Willsher called for a motion to approve the regular agenda. J. Johnson/M, Hall/S, M/C. RC: all ayes.

Mayor Pro Tem Willsher asked for a motion to approve the consent agenda consisting of minutes from the regular meeting March 4 and the Consent Calendar: Payment of Claims (March 1-14, 2024) $51,504.25 + $8,834.72 (Wages). J. Johnson/M, Hall/S, M/C. RC: all ayes.

Mayor Pro Tem Willsher called for public comments: One citizen inquired about the process of putting in a 2nd water meter to water their lawn. City Clerk Ott explained the process to the resident.

Bryan McCombs and Craig German from Shuck-Britson Inc. talked to the council about the next steps in the dam repair project. One of the next steps, once the plans have been approved by the regulatory agencies, is to start the bidding process. Bryan explained that the city could choose a heavy site observation, moderate site observation or anything the council decided. After listening to Bryan and Craig explain the options, J. Johnson/M, Zwanziger/S, M/C to approve the proposal with moderate site observation. The proposal for moderate site observation was $89,045. RC: all ayes. The bid for heavy observation was $141,060. Moderate observation will mean that the city employees will have to do some of the tasks such as measuring and spacing, but having the city employees complete some of these tasks will be a cost-saving measure for the city.

Hearings/Resolutions

Mayor Pro Tem Willsher asked for a motion to open the public hearing for the FY ‘23/24 Budget Amendment. S. Johnson/M, J. Johnson/S, M/C. RC: all ayes. The public hearing was opened at 7:20PM.

City Clerk Ott explained what was being amended and after his explanation, Mayor Pro Tem Willsher asked the council and public if they had any comments. There were no comments, so S. Johnson/M, J. Johnson/S, M/C to close the public hearing. RC: all ayes. The public hearing was closed at 7:22PM.

Mayor Pro Tem Willsher called for a motion to adopt 24-22 Resolution to Adopt FY’23/24 Budget Amendment. S. Johnson/M, J. Johnson/S, M/C. RC: all ayes.

Willsher reminded the council that there is a public hearing scheduled for 6:00PM on March 25th for the FY’24/25 Proposed Property Tax Levy Rate.

J. Johnson/M, S. Johnson/S, M/C to Adopt 24-23 Resolution Providing for the Levy of Taxes to Pay General Obligation Corporate Purpose Bonds, Series 2024. RC: all ayes.

The council re-looked at the building and demolition/excavation permit for 228 Sample St. due to the plans for the property and how they will affect Cannon Park. J. Johnson/M to approve the cement work and grading into Cannon Park to level off the land for run off. S. Johnson/S, M/C. RC: all ayes. The property owner would also like to extend the garage. City Clerk Ott said that he will look into whether a special permit will be required due to the garage’s current proximity to the West side of Cannon Park.

Business of the Mayor:

Mayor Pro Tem Willsher had no comments.

Department Reports

City Clerk Ott reviewed the financial reports for February and informed the council that bank reconciliation for February has also been completed and is ready for council review. He reminded the council that Mayor Kelleher and City Clerk Ott will be gone April 10-12 for the Rural Housing Assessment Conference.

He shared some of the city department’s requests that they have submitted for different projects they would like to see completed with the remaining ARPA funds.

City Council

J. Johnson talked about sending a nuisance letter to 701 Greeley St. Zwanziger mentioned that we should find out what the plans for 609 Main St. are as well. S. Johnson requested that City Hall be used as a drop-off location for donated items for the families that lost their belongings in the fire on March 16th.

Street Superintendent Zade McCall presented his monthly report. He informed the council that the curb stop at 124 Woodbridge had been repaired. He reviewed several estimates including road ditch repair on Charles City Rd. $10,288.03; Dock repair $1,817, and Estimates to put a steel roof on the Cedar View Park restrooms from Hannemann Construction $5,400. After reviewing the estimates, J. Johnson motioned to approve the estimates. Zwanziger seconded. M/C. RC: all ayes

City Clerk Ott reviewed some information to replace the security camera system at the Welcome Center. After discussion, J. Johnson/M, S. Johnson/S, M/C to approve the purchase of 3 cameras and an 8 camera DVR. RC: all ayes. The estimated cost is $285.00.

Library Director Heather Hackman reviewed the library’s monthly report. She reviewed some of the upcoming activities for the month. She also informed the council that National Library Week will be April 8th-13th. She reviewed some of the events they have planned. Heather also explained that due to Mariellen Dietz Rural Library Board member stepping down, this position will need to be filled by appointment by the Mayor with approval of the County Board of Supervisors. The newly appointed member will fill the unexpired term for which the appointment is made, which will be until

June 30, 2027. After reviewing the monthly claims, S. Johnson/M, J. Johnson/S, M/C to approve the bills. RC: all ayes.

Discussion/Action

The council discussed and/or voted on several items.

The council discussed several issues related to dogs. After discussion, S. Johnson/M, Hall/S, M/C to have attorney Skilton draft a letter for the Henningsen’s located at 1400 Greeley St. informing them that the council has decided to take no action at this time for the dog at large issue, but because there have been multiple incidents related to their dogs in the past, if there are any more incidents in the future, action will be taken. RC: all ayes. For the incident related to Doug and Diane Powell’s dog, J. Johson/M, S. Johnson/S, to not take any action since this was an isolated incident and no other violations have been reported. RC: all ayes. For the incident related to Wentling St. Trailer #16, the council was more concerned with the issue being related to neglect of the animal and not the animals being at large. J. Johnson stated that he thought this would be a Sheriff’s Department issue related to State Code, so he wasn’t sure if there is anything that the council could do about it. J. Johnson said he thought the dogs were already on tie outs, but City Clerk Ott stated the report says the deputy got them on tie outs, so he thought they were at large. J. Johnson/M to talk to the officers and get more information. S. Johnson/S. M/C. RC: All ayes. S. Johnson said she would talk to Sheriff Shawver directly and let him know that the issue is about the animals being neglected and not at large. The council had one last item related to dogs on the agenda. It was about the rehoming of a dog at 821 Main St. City Clerk Ott informed the council that he had reached out to Attorney Skilton about H.E.A.R.T. Animal Shelter but hasn’t heard anything back. After discussion, the council took no action.

S. Johnson/M, J/Johnson/S, M/C to approve the Waiver of Service Fee request for 310 Wentling St. due to a water leak that has been repaired. RC: all ayes.

The council discussed camping fees and shelter rental fees. After discussion, J. Johnson/M, Hall/S, M/C to increase the shelter rental $5.00 for each shelter for each time frame. The costs for a ½ day at the band shell, lower and upper (West) shelter will be $15 for a ½ day and $25 for a full day and the rental for the middle shelter by the Splash Pad will be $20 for a ½ day and $30 for a full day. RC: all ayes.

The council also discussed camping fees and where the camp host’s site should be. The council talked about having the camp host site at #43 closest to the kiosk. No decisions were made.

The council discussed pool fill fees this year if Nashua’s Volunteer Fire Department continues to do pool fills this year. S. Johnson/M, Hall/S, M/C to leave pool fill fees the same as 2023. RC: all ayes.

City Clerk Ott talked about a home rehab program that will allow eligible homeowners $15,000 to $16,500 for home repairs. This program is for homeowners with low to moderate income. The repairs can include roof, siding, windows, furnace, water heater, electrical, plumbing, energy efficiency improvements, etc. The deadline to apply is May 15, 2024. The funds will be provided as a grant and no lien will be placed on the property. Any interested persons are encouraged to contact Rose Phillips at rphillips@inrcog.org or by calling (319)235-0311.

J. Johnson/M, S. Johnson/S, M/C to approve the city paying the application fee for Reece Reams for his Water Treatment and Water Distribution Certificate. The cost is $60.00. RC: all ayes.

City Clerk Ott reviewed the proposed FY’24/25 budget with the council and informed them that with budget season deadline coming up the council is encouraged to review the budget and let City Clerk Ott know if there needs to be any changes.

 There was no other business:

S. Johnson/M to adjourn, J. Johnson/S, M/C. RC: all ayes. The meeting adjourned at 8:41PM.

Pending Approval by Council

John Ott

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| CLAIMS REPORT (MARCH 1-14, 2024) |  |
| VENDOR | REFERENCE  | AMOUNT |
| U.S. POST OFFICE  | WA-BILLING MAR'24  | $234.26 |
| SCOTT CERWINSKE  | 2/24 DRIVER  | $25.00 |
| FISHER, KARAGAN  | ASSISTANT CREW CHIEF  | $75.00 |
| KARELS, ABRAM  | 2/21 ATTENDANT  | $40.00 |
| MOHS, DANNON  | CREW CHIEF  | $100.00 |
| SCROGGINS, DEBORAH  | 2/21 EMT  | $60.00 |
| SHOEMAKER, CINDY  | 2/12 EMT  | $60.00 |
| ZENDA VIKTUREK  | EMS DIR FEB'24  | $150.00 |
| JAN CLEMENT  | WC-CRAFTER COMMISSION Q1 FEB  | $46.13 |
| DEUTH, BRENDA  | WC-CRAFTER COMMISSION Q1 FEB  | $71.06 |
| DORMAN, JOLYNN  | WC-CRAFTER COMMISION JAN/FEB  | $56.25 |
| FRISKY FOX VINEYARD LLP  | WC-CRAFTER COMMISION Q1 FEB  | $60.48 |
| SHARON LEERHOFF  | WC-CRAFTER COMMISION Q1 FEB  | $140.25 |
| MAAS, ROBERTA C.  | WC-CRAFTER COMMISION Q1 FEB  | $87.22 |
| MILLER, TRISHA  | WC-CRAFTER COMMISION Q1 FEB  | $75.00 |
| JANET PETEFISH  | WC-CRAFTER COMMISION Q1 FEB  | $39.75 |
| NANCY SCHERER  | WC-CRAFTER COMMISION Q1 FEB  | $116.36 |
| SENNER, ANN L  | WC-CRAFTER COMMISION Q1 FEB  | $133.03 |
| SNELLING, MARLENE  | WC-CRAFTER COMMISION Q1 FEB  | $72.75 |
| LISA STEINLAGE  | WC-CRAFTER COMMISION Q1 FEB  | $111.01 |
| SHIRLEY STEVENSON  | WC-CRAFTER COMMISION Q1 FEB  | $60.00 |
| WEINBERG, GREGG  | WC-CRAFTER COMMISION Q1 FEB  | $36.75 |
| WORDES CYNTHIA A  | WC-CRAFTER COMMISION Q1 FEB  | $197.20 |
| BRUENING ROCK PRODUCTS INC  | 1' RR 2/21 90.73TON  | $1,312.17 |
| BUTLER-BREMER COMMUNICATIONS  | WC-PHONE EXP MAR'24  | $304.40 |
| JACOBS DOZER SERVICE  | SEWER LINE REPAIR-SCHLUTER ADD  | $6,498.46 |
| JOHN DEERE FINANCIAL  | PARK-PADLK/RAKE/VINYL FOR SIGN  | $71.18 |
| KATRINA'S HELPFUL HOUSE CLEANI | WC-CLEANING DEC'23  | $537.00 |
| MURPHY, COE, AND SMITH  | CH-TREASURER JAN'24  | $180.00 |
| ENTERPRISE MEDIA INC  | CH-LEGAL PUBLICATIONS FEB'24  | $636.30 |
| PCC  | AMB-JAN'24 BILLING SERVICE  | $279.04 |
| RILEY'S INC.  | CH-COPY FEES FEB'24  | $239.28 |
| S & T COLLISION  | FD-TIRE MOUNT/TUBE  | $52.91 |
| SCHINDLER ELEVATOR CORP.  | WC-ELEVATOR ANNUAL CONTRACT  | $1,871.52 |
| UNPLUGGED WIRELESS COMMUNICATI | FD-PAGER  | $529.45 |
| USCELLULAR  | AMB-TABLET/PH 1/22/24-2/21/24  | $32.24 |
| WAVERLY HEALTH CENTER  | V.JOHNSON-INTERCEPT PARAMEDIC  | $300.00 |
| WEX BANK  | PARK-CITY FUEL EXPENSES  | $903.17 |
| BADGER METER  | WTR MTR SERVICES 9/2023-2/2024  | $2,972.60 |
| CHARLES CITY PRESS  | WC-15TH ANNIVERSARY ADS  | $194.00 |
| FLOYD COUNTY AUDITOR  | SCHOOL ELECTION COST 2023  | $73.08 |
| HAWKINS, INC.  | WA-CHEMICALS FEB'24  | $100.00 |
| MARTIN'S FLAG COMPANY LLC  | WC/PARK-FLAGS 5X8 2-3X5  | $185.53 |
| MERCYONE  | AMB-IONIA XCHG 9/24/23  | $160.00 |
| NATIONWIDE  | SURETY BOND INS  | $1,098.00 |
| RAPID PRINTERS  | CH-GOLF CART STICKERS 30  | $22.50 |
| SANDRY FIRE SUPPLY, L.L.C  | FD-WATSON/GRANDY BATTERY OPERA  | $23,395.00 |
| SUPERIOR WELDING SUPPLY CO  | AMB-O2 TANKS REFILL  | $84.51 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,447.73 |
| TREASURER STATE OF IOWA  | STATE TAX  | $342.32 |
| IOWA DEPARTMENT OF REVENUE  | SWR-SALES TAX FEB'24  | $254.02 |
| IOWA DEPARTMENT OF REVENUE  | WET-SALES TAX FEB'24  | $1,215.78 |
| IOWA DEPARTMENT OF REVENUE  | WC-SALES TAX FEB'24  | $122.88 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,445.62 |
| TREASURER STATE OF IOWA  | STATE TAX  | $344.61 |
| US DEPARTMENT OF TRANS  | FED MOTOR CARRIER SAFETY ADMIN  | $12.50 |
| CSG FORTE PAYMENTS  | WTR/SWR-ACH BANK FEES FEB'24  | $47.50 |
| TRIONFO SOLUTIONS, LLC  | DEATH/DISABILITY MAR'24  | $191.45 |
| Accounts Payable Total  |   | $51,504.25 |
| Payroll Checks  |   | $8,834.72 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $60,338.97 |
| GENERAL FUND  |   | $40,482.00 |
| ROAD USE  |   | $841.90 |
| EMPLOYEE BENEFIT  |   | $78.26 |
| ARPA Funds Covid 19  |   | $32.24 |
| WATER  |   | $10,387.11 |
| SEWER  |   | $8,517.46 |
| TOTAL FUNDS  |   | $60,338.97 |