**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

The Nashua City Council met in regular session on January 20, 2020 in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Betsinger presiding. Council members present were Alex Anthofer, Scott Cerwinske, Thomas Johnson, Harold Kelleher III, and Charles Shelby. City employee(s) City Clerk John Ott and Nick Henningsen Water/Waste Water Superintendent were present along with 4 guests.

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

Mayor Betsinger asked if anyone had public comments. There were none

Mayor Betsinger called for a motion to approve the minutes from the January 6, 2020 Regular Council Meeting and the January 14, 2020 Special Council Meeting. Cerwinske Motioned. Johnson Seconded. Motion Carried.

Resolution 20-02 - Resolution accepting Resignation of Judy Bennor from the Nashua Public Library. Johnson Motioned. Anthofer Seconded. . Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske-Aye, Johnson-Aye, Kelleher-Aye, Shelby – Aye

Resolution 20-03 - Resolution Appointing Mayor Clinton “Butch” Betsinger to the Bremer County E911 Board. Johnson Motioned.. Kelleher Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske-Aye, Johnson-Aye, Kelleher-Aye, Shelby – Aye

Resolution 20-04 - Resolution Appointing Alex Anthofer to the FMC Landfill Board. Cerwinske Motioned. Johnson Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske-Aye, Johnson-Aye, Kelleher-Aye, Shelby – Aye

Resolution 20-05 Resolution Appointing Mayor Clinton “Butch” Betsinger to the Charles City Area Development Board. Johnson Motioned. Cerwinske Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske-Aye, Johnson-Aye, Kelleher-Aye, Shelby – Aye

Resolution 20-06 Resolution appointing Thomas Johnson as Mayor Pro-Tem. Cerwinske Motioned. Kelleher Seconded. Motion Carried.

Roll Call: Anthofer – Aye, Cerwinske-Aye, Johnson-Aye, Kelleher-Aye, Shelby – Aye

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: $21,593.92+$8,083.26 (Wages)

1. General Fund: $14,986.65
2. Road Use: $3,229.88
3. Employee Benefits: $5,398.64
4. Water: $3,792.73
5. Sewer: $2,269.28
6. Total Funds: $29,677.18

Council member Anthofer brought up the question about creating a local acquisition policy to help the community buy purchasing products locally. He stated that it had been brought up in the past that the city should purchase products locally, but it doesn’t seem that we do that as much as we could. Cerwinske stated that all of the department heads are supposed to try to purchase locally if/when possible, but he didn’t have a problem with creating an acquisition policy.

After the discussion about creating a local acquisition policy Mayor Betsinger called for a motion to approve the consent calendar. Cerwinske Motioned. Johnson Seconded. Motion Carried.

Business of the Mayor

Mayor Betsinger appointed Scott Cerwinske as the council representative for the Ambulance Council, Chickasaw County 911 Board, as well as EMA Board. Johnson Motioned. Kelleher Seconded. Motion Carried.

Department Reports

City Clerk Ott mentioned that the city has received 24/33 surveys that had been sent out for the Greeley St project; however we are still 7 short of being able to even apply for the CDBG grant. The Mayor asked the council members how they would like to proceed trying to get more surveys and they decided that they would send Nick Water/Waste Water Superintendent around to contact people and encourage them to fill out the survey. City Clerk Ott asked for consideration ton to change the Max Levy Resolution Public Hearing to February 3, 2020. Cerwinske Motioned. Kelleher Seconded. Motion Carried. City Clerk reviewed the job description/physical requirements that are recommended by IMWCA to set some standard guidelines on what is required for firefighters. He also wanted to remind the council of the next budget workshop scheduled for January 27th at 5:30PM. City Clerk Ott had also mentioned that he had been talking to Therese Benning from the software company about getting the Bank Reconciliation program and General Ledger program within the software to balance. He explained that the reason for the difference is mainly due to how credit card transactions were handled in the past. The process of handling the transactions has been resolved and so if the council wanted to go ahead and get the programs to balance this one time it would not be a problem going forward. The council stated it has been this way for 2 years and if it was going to fix the issue than they thought it would be a good thing to do. City Clerk Ott stated the estimate would be about $625. Mayor Betsinger called for a motion to have G’Works the software company fix the issue. Kelleher Motioned. Shelby Seconded Motion Carried.

Council Members

Alex Anthofer commented about the budget process and how we are doing it. He proposed that the Department Heads prepare a budget of what their department needs are per the city code and return their budgeting needs to the finance officer by November, so the council had more time to look at them and better evaluate the needs of the Departments. He also proposed having both short- term and long- term budgets to determine where the city is going and how it wants to focus its resources.

Nick Henningsen Water/Waste Water Superintendent thanked Alex and Shelby for being elected to their council seat and wished them luck going forward. He presented his monthly report and talked about some of the projects that they did throughout the month. He did mention our water loss rate and while he doesn’t have an explanation he stated that we need to find the reason because most cities are around 10-15% loss and we are more than 40%. He mentioned that there has been a real issue with clogged clarifiers and that the city needs to work on some stuff to get this problem resolved for the long term. He also mentioned that in the head works building there were some sensors that went out that kept the heaters from turning on, and once the sensors were replaced they found out one of the heaters is broken and the estimate is around $10,000.

Discussion/Action Items

The council had further discussion on adding a storm water utility fee. No decision was made and the discussion will continue at the next council meeting on January 27th. Alex is going to draw up a sample copy. Nick stated that the Cedar Falls storm water utility fee ordinance is a good one to look at.

The council reviewed the new rates for the PeopleServices contract. The council approved two bridge inspections for $800. The council reviewed and approved the new vendor contract, rental contract, and facilities rules and regulations for the Welcome Center.

Other Business:

The council reviewed the monthly library report and there were no questions.

The mayor discussed having a closed session on January 27th for section 21.5(1)(C). of the Iowa Code discussion of strategy with legal counsel.

There was no other business. Cerwinske Motioned to adjourn. Johnson Seconded. Motion Carried. The meeting was adjourned at 8:16PM.

 Pending Approval by City Council

 John Ott

 City Clerk

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| --- | --- | --- | --- |
| CLAIMS REPORT (January 7-20, 2020) |  |  |  |
| VENDOR | REFERENCE  | AMOUNT | CHECK # | CHECK DATE |
| ADVANCED SYSTEMS  | LIB-PRINT CONTRACT  | $266.71 | 43574 | 1/20/2020 |
| ANTHOFER, ALEX  | COUNCIL-REIMBURSE MILEAGE  | $128.70 | 43575 | 1/20/2020 |
| APPARATUS TESTING SERVICES LLC | FD-FIRE PUMP CERT TESTING  | $635.13 | 43576 | 1/20/2020 |
| ARNOLD MOTOR SUPPLY  | STREETS - SUPPLIES  | $168.60 | 43577 | 1/20/2020 |
| BAKER & TAYLOR  | LIB-BOOKS  | $290.68 | 43578 | 1/20/2020 |
| BOULLION, CONNIE  | WC-REFUND FOR VENDOR SHOW  | $35.00 | 43579 | 1/20/2020 |
| BRUENING ROCK PRODUCTS INC  | STREETS - ROCK FOR STREETS  | $166.70 | 43580 | 1/20/2020 |
| BUTLER-BREMER COMMUNICATIONS  | WATER-WELL INTERNET  | $44.95 | 43581 | 1/20/2020 |
| CEDAR POINT CHURCH  | WC-VENDOR SHOW FLOOR SPACE  | $150.00 | 43582 | 1/20/2020 |
| CENTER POINT LARGE PRINT  | LIB - BOOKS  | $45.75 | 43583 | 1/20/2020 |
| CENTURYLINK  | PHONE EXPENSES  | $610.46 | 43584 | 1/20/2020 |
| CHARLES CITY PRESS  | LIB-SUBSCRIPTIONS  | $174.00 | 43585 | 1/20/2020 |
| CITY OF NASHUA  | WC - VENDOR SHOW FLOOR SPACE  | $125.00 | 43586 | 1/20/2020 |
| COLLABERATIVE SUMMER LIBRARY P | LIB- SUMMER READING PROG  | $18.45 | 43587 | 1/20/2020 |
| CRESCO SHOPPER INC  | WC - ADVERTISING  | $122.40 | 43588 | 1/20/2020 |
| CRONIN, SKILTON, SKILTON  | CH-LEGAL EXPENSES  | $2,052.66 | 43589 | 1/20/2020 |
| DELTA DENTAL OF IOWA  | DEC '19 - BILLING CATCH UP  | $85.56 | 43590 | 1/20/2020 |
| DISCOUNT SCHOOL SUPPLIES  | LIB-OFFICE SUPPLIES  | $73.07 | 43591 | 1/20/2020 |
| E H ELECTRIC LLC  | WASTEWATER - MECHANICAL REPAIR  | $200.00 | 43592 | 1/20/2020 |
| FIRE SERVICE TRAINING BUREAU  | FD-SHEA GERBER HAZMAT TRAINING  | $50.00 | 43593 | 1/20/2020 |
| HEATHER M. HACKMAN  | LIB-HEATHER TRAIN REIMBURSE  | $22.02 | 43594 | 1/20/2020 |
| INGRAM  | LIB - DVD'S  | $246.88 | 43595 | 1/20/2020 |
| INRCOG  | URBAN REVIT-REHAB GRANT FEES  | $700.42 | 43596 | 1/20/2020 |
| IOWA ONE CALL  | LOCATES  | $19.80 | 43597 | 1/20/2020 |
| JACOBS DOZER SERVICE  | WATER-EMERGENCY MAIN LAKESHORE  | $1,730.00 | 43598 | 1/20/2020 |
| SHARON LEERHOFF  | WC-REIMBURSE DISPLAY RACK  | $42.79 | 43599 | 1/20/2020 |
| LEROY'S REPAIR  | PARKS - FUEL STABILIZER  | $8.49 | 43600 | 1/20/2020 |
| LINCOLN SAVINGS BANK  | LIB-SAFETY DEP BOX RENT  | $15.00 | 43601 | 1/20/2020 |
| MURPHY, SMITH & CO PLLC  | WC-VENDOR SHOW FLOOR SPACE  | $350.00 | 43602 | 1/20/2020 |
| NASHUA PLUMBING & HEATING  | WC-VENDOR SHOW FLOOR SPACE  | $75.00 | 43603 | 1/20/2020 |
| NASHUA PUBLIC LIBRARY  | LIB-PETTY CASH  | $23.98 | 43604 | 1/20/2020 |
| RADAR ROAD TEC  | PD - RADAR CERT  | $35.00 | 43605 | 1/20/2020 |
| S & T COLLISION  | FD-VEHICLE REPAIR  | $28.99 | 43606 | 1/20/2020 |
| SWANK MOVIE LICENSING USA  | LIB-TECH SUPPLIES  | $423.00 | 43607 | 1/20/2020 |
| TITUS LOCK SERVICE  | WC - LOCKS  | $375.00 | 43608 | 1/20/2020 |
| ULINE  | WC - OPERATING SUPPLIES  | $260.98 | 43609 | 1/20/2020 |
| VERIZON  | PD-CELL/INTERNET  | $109.69 | 43610 | 1/20/2020 |
| VFW  | VFW-VENDOR SHOW FLOOR SPACE  | $175.00 | 43611 | 1/20/2020 |
| WAVERLY HEALTH CENTER  | FD-PUL FUNCTION TESTING  | $1,675.00 | 43612 | 1/20/2020 |
| BLUE CROSS WELLMARK  | HEALTH INS FEB '20  | $7,117.64 | 43613 | 1/20/2020 |
| TREASURER STATE OF IOWA  | STATE W/HOLD-PNLTY Q1 '19  | $19.60 | 18213171 | 1/7/2020 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,297.82 | 18213172 | 1/10/2020 |
| TREASURER STATE OF IOWA  | STATE TAX  | $398.00 | 18213173 | 1/10/2020 |
| Accounts Payable Total  |   | $21,593.92 |  |  |
| Payroll Checks  |   | $8,083.26 |  |  |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $29,677.18 |  |  |
| GENERAL FUND  |   | $14,986.65 |  |  |
| ROAD USE  |   | $3,229.88 |  |  |
| EMPLOYEE BENEFIT  |   | $5,398.64 |  |  |
| WATER  |   | $3,792.73 |  |  |
| SEWER  |   | $2,269.28 |  |  |
| TOTAL FUNDS  |   | $29,677.18 |  |  |