

Nashua City Council Meeting

Welcome Center

November 6, 2017 at 7:00 pm

The Nashua City Council met in regular session November 6, 2017 at the Welcome Center calling the meeting to order at 7:04 pm. Mayor Angelina Dietz presided and Council Members Rolland Cagley, Tom Johnson, Brenda Roberts, and Ryan Jung noted as present.

The following employees were in attendance: City Attorney, David Skilton, Police Chief Travis Marvin, Water Superintendent Jeff Smith, and City Clerk Rhonda Dean. 15 guests were in attendance.

Motion by Roberts to approve amended agenda including striking item 8 – 17-26 Resolution and 9 – 17-27 Resolution and adding item 7 – 17-32 Resolution, 8 – Chickasaw County EMS appointee, 9 – Discussion/action training plan for city clerk and 26 – Health insurance quotes for employees, approve presented bills and minutes for October 16, 2017. Seconded by Cagley. Motion carried.

Mayor Dietz opened public comments discussion. Public received clarification by Mayor Dietz regarding tomorrow's election and filling the open seat due to resignation. The council has 60 days to appoint due to resignation. City could choose to take the third person in line after election, appoint someone else, or a special election.

Motion by Jung to approve consent agenda (Bills for November 6, 2017 and minutes for October 16, 2017). Seconded by Roberts. Motion carried.

Department Reports:

Water Department - 624 meters activated, 24 new meters on hand, target date for completion is difficult to project regarding timeliness of home owners available for install. 750 total water accounts in the city – 626 accounts are set up with new meters – just over 100 smaller meters left to install. Will need to purchase about 80 meters to finish the meter project. Discussion regarding mobile home meter replacement inside of the home not under the mobile home. Annual water tower inspection happened since last council meeting and everything passed.

City Clerk – Taking bids for the heating system for the city shed due two weeks after the last city council meeting, attending budget workshop hosted by the League of Cities; State auditor has set date for FY17 audit and is week of January 8; received a phone call from an individual interested in the industrial park, wants to build, requested information from the council for this individual, will set up a meeting; working on Chickasaw County Community Foundation Grant due 12/31/17; Facebook accessibility discussed

Police Department- Agenda item later will cover the majority of the report; arrests and citations are down due to low staffing of police; and PD Facebook page needs to be updated.

Mayor – Thank you to the park board for Halloween in the Park; Trunk or Treat was well attended despite the weather; Halloween night went well; Iowa DOT 4 lane to 3 lane conversion with no cost to city, on DOT construction schedule for next year.

Council – Roberts – reminding everyone to vote in elections tomorrow; Johnson – Floyd Co 911 board changes to bylaws, reviewed by Skilton; discussion regarding first responder training and working through Chickasaw Co Emergency Management and Chickasaw Co Ambulance service; and Jung – working on rental agreement for Welcome Center; new carpet for city hall will be installed on Friday; Park board is selling Christmas Tree ornaments for \$10 each; letter soliciting businesses for Holiday Lights Event; requests for equipment at city shed to be put away every day; and EMT training agreement needs to be completed for Lentz and Moore; CDBG housing grants have a full list of things that we need to do including developing a steering committee focusing on low to moderate income including five to six houses; Cedar Hill Development snow removal doesn't comply with city ordinance for the subdivision and will be tabled until the new council with discussion regarding transfer of property to city ownership.

Discussion/Approval of Resolution 17-18, A RESOLUTION APPROVING CHANGES TO EMPLOYEE HANDBOOK. Jung motioned to approve. Roberts seconded. Roll call: Cagley – aye, Roberts – aye, Johnson – aye, Jung – aye. Motion carried.

Discussion/Approval of Resolution 17-32, A RESOLUTION APPROVING APPOINTMENT OF RHONDA DEAN AS CITY CLERK. Jung motioned to approve. Roberts seconded. Roll call: Cagley – aye, Roberts – aye, Johnson – aye, Jung – aye. Motion carried.

Discussion to appoint a member to the Chickasaw County EMS and 911 boards due to the resignation of Councilperson Lane. Jung motioned to approve Councilperson Roberts to the Chickasaw County EMS Commission and County 911 board. Seconded by Johnson. Motion carried.

Discussion/action regarding training plan for City Clerk. Update shared with council regarding what has happened so far in a week. Suggested to attend the leadership academy with the league of cities and to shadow for a day another city clerk in the area as well as utilizing resources from the Iowa League of Cities.

Discussion/Approval of Resolution 17-25, A RESOLUTION APPROVING HIRING AND SETTING WAGE FOR AN EMPLOYEE OF THE CITY OF NASHUA EFFECTIVE OCTOBER 24, 2017. Johnson moved to approve. Jung seconded. Roll call: Cagley – aye, Roberts – aye, Johnson – aye, Jung – aye. Motion carried.

Discussion/Approval of Resolution 17-28, A RESOLUTION APPROVING THE SIGNATURE REQUIREMENTS FOR THE CITY OF NASHUA BANK ACCOUNTS AT FIRST STATE BANK. Roberts moved to approve with the addition of the Mayor and Mayor Pro-Tem. Cagley seconded. Roll call: Cagley – aye, Roberts – aye, Johnson – aye, Jung – aye. Motion carried.

Discussion/Approval of Resolution 17-29, A RESOLUTION APPROVING THE SIGNATURE REQUIREMENTS FOR THE CITY OF NASHUA BANK ACCOUNTS AT LINCOLN SAVINGS BANK. Roberts moved to approve with the addition of the Mayor and Mayor Pro-Tem. Jung seconded. Roll call: Cagley – aye, Roberts – aye, Johnson – aye, Jung – aye. Motion carried.

Discussion/Approval of Resolution 17-30, A RESOLUTION APPROVING THE SALE OF CERTAIN ITEMS FOR GENERATING FUNDS FOR THE PARK BOARD. Jung moved to approve. Roberts seconded. Roll call: Cagley – aye, Roberts – aye, Johnson – aye, Jung – aye. Motion carried. Jung moved to have 0% commission on sales of these items at the Welcome Center. Roberts seconded. Motion carried.

Consideration/Approval of second reading of Ordinance: AN ORDINANCE REGULATING THE USE OF GOLF CARTS WITHIN THE CITY OF NASHUA, IA. Jung moved to waive the second reading of the Ordinance regulating the use of golf carts within the city of Nashua. Aye– 3; Nays – 1. Waiver fails. Reading of the ordinance by Skilton. Jung moved to approve the second reading of the ordinance regulating the use of golf carts within the city of Nashua. Roberts seconded. Roll Call: Cagley – nay; Roberts – aye; Johnson – nay; Jung – aye. Motion failed.

Public hearing resolution: A RESOLUTION TO FIX A DATE FOR A PUBLIC HEARING ON PROPOSAL TO ENTER A LOAN AGREEMENT AND TO BORROW MONEY THERE UNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$300,000. Roberts moved to open the public hearing. Johnson seconded. Motion carried – 3 aye votes, 1 nay. Discussion from the public regarding signatures and liability of the council regarding defaulting of loan. Skilton shared bonded insurance covers those concerns. The need for a cushion in the general account was noted by the auditor for FY2016. Roberts moved to close the public hearing. Jung seconded. Motion carried.

Consideration/Approval of RESOLUTION NO. 17-31, A RESOLUTION TO FIX A DATE FOR A PUBLIC HEARING ON PROPOSAL TO ENTER A LOAN AGREEMENT AND TO BORROW MONEY THERE UNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$300,000. Johnson moved to set a date for a public hearing. Cagley seconded. Roll call: Cagley - aye; Roberts - aye; Johnston - aye; Jung - nay. Motion carried.

Discussion/Approval of City Hall computer equipment. Equipment costs to set up the clerk's office for docking station, keyboard and mouse - \$274.00 and a phone for \$290.00. Discussion of server needs in the future. City attorney will drop off a hard drive to have an external back up that goes out of the building. Jung motioned to order phone with Robinson Communication and utilize City Attorney credit card to purchase equipment not to exceed \$300.00. Roberts seconded. Motion carried.

Discussion/Approval of resignation for Reserve Officer Kleinschmidt. Roberts motioned to accept the resignation of the reserve officer. Jung seconded. Motion carried.

Roberts motioned to go into close session to receive advice of council authorized by Iowa Code 21.5(c). Jung seconded. Motion carried.

Jung motioned to reopen council meeting. Roberts seconded. Motion carried.

Discussion/Approval/Disapproval/Action of proposed settlement with resignation in lieu of termination with employee. Roberts moved to accept proposed settlement with resignation in lieu of termination of city employee with approval for Mayor to sign agreement. Johnson seconded. Motion carried.

Discussion regarding police department staffing levels with possible consideration of contracting law enforcement services. Presentation by Police Chief Marvin regarding cost comparison of contracting with Chickasaw County Sheriff's Office versus Nashua Police Department coverage. Sheriff's Office would not be able to enforce civil infractions within the city. This would fall on the City Clerk as the code enforcement officer. Chief Marvin and Sheriff Hemann answered council questions regarding a possible contract. Council will table until the December 4, 2017 council meeting.

Discussion/Approval of Deputy Clerk. Offer was made to a candidate, but no word was heard from the candidate. Tabled until the November 20, 2017 Council meeting.

Discussion/Action of 220 Main St. building permit. The permit expires October 2018. Request by Councilperson Jung to follow up with building owner by inspector after the repair. Mayor will follow up with the owner.

Discussion/Action of city financial report. Annual Financial Report FY2016 is due December 1 to the Iowa Department of Management. Becky Neal is working on with new City Clerk. Request by council member for the ballot for Local Option Sales Tax and updated financial options. Request for revenues and expenditures to be presented at the last meeting of the month.

Discussion/Action of Park staffing. Request by Councilperson Roberts to re-evaluate staffing levels for park personnel. Discussion regarding changing to temporary seasonal employees instead of full time parks employee. Factors to consider would include the unemployment claim issues when reducing from full-time to part-time. City Clerk Dean will put together a proposal regarding temporary seasonal park employees versus full-time or part-time benefits. Discussion will continue at next council meeting.

Discussion/Action regarding city health insurance renewal. Information must get back to the health insurance agent by November 15. Comparing options, the current insurance will increase by 15%. Jung motioned to approve the renewal rates for health insurance as presented by Beck Financial. Roberts seconded. Motion carried.

Discussion/Approval to approve the consent agenda regarding the following building permits:

- a. 223 Lexington- New steel roof
- b. 205 Sunset Circle- New Windows
- c. 80 Monroe- New doors

d. 205 Dixie Dr.-Repair section of driveway pour 12x14 section of driveway

Jung moved to approve the consent agenda removing 205 Dixie Dr building permit. Discussion by other council members to receive clarification. Permit application did not include a drawing of the property. Motion failed. Roberts moved to approve the consent agenda. Jung seconded. Motion carried.

Motion by Jung to adjourn the meeting. Roberts seconded. Motion carried. Meeting adjourned at 10:32 pm.

Angelina Dietz
Mayor

Attest: Rhonda Dean
City Clerk