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**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

## The Nashua City Council met in regular session on May 15, 2023, in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Jake Johnson, Samantha Johnson, Hal Kelleher III, Tim Malven and Ernie Willsher. City employee(s) City Clerk John Ott and Nashua Area EMS Director Zenda Vikturek were present along with 2 guests.

## Mayor Anthofer asked for consideration approving the regular agenda. Willsher/M, J. Johnson/S, M/C. RC: all ayes.

## Mayor Anthofer called for a motion to approve the consent agenda: Minutes from the Regular Council Meeting May 1, 2023, Building Permits: 515 Main St, 315 Madison St., 1459 280th St, Demolition/Excavation Permits: 1301 Howard St., Alcohol/Liquor: Big Four Fair, Cigarette/Tobacco Permits: Caseys, Payment of Claims (see claims report): Total Claims to be Paid $267,938.03 + Wages $7,755.40. J. Johnson motioned to approve the consent calendar after removing 1459 280th St. building permit because it is out of city limits. Malven/S, M/C. RC: all ayes.

## Mayor Anthofer asked for public comments. One citizen noted that they have had issues with their sewer backing up. They inquired if the city goes through and cleans out the sewer mains on a regular/scheduled basis. The Mayor stated that they should be; however the service is provided by our 3rd party contractor and so he wasn’t sure if it was being done or not. The mayor also stated that the city will be bringing in a new contractor beginning July 1st and that the sewer mains would be the city’s responsibility when the new contractor takes over. The citizen was asking the council to pay for damages incurred from the sewer backing up. The city recommended the citizen contact PeopleServices to see if they will pay for the damages. City Clerk Ott will provide the contractor’s contact information to the citizen.

Zenda Vikturek Nashua Area EMS Director provided a brief update on the ambulance. She said that once the city receives the title for the ambulance, they will be able to apply for Medicare reimbursement. They still have some other steps to complete prior to getting state approval; however, things are moving along.

Brandy Molitor talked about the Nashua ambulance and provided some insight to the council on the difference between a Mutual Aid Agreement which is an agreement where one entity will help provide mutual aid to another entity if the other entity has used up its resources. A 28E Agreement is an agreement between entities which usually has a financial tie where one entity provides a service for a negotiated fee and terms that is not offered by the other entity. She recommended that the city utilize a mutual aid agreement vs. a 28E agreement with the surrounding communities once the ambulance service is up and running. She stated that all the other communities around the area use mutual aid agreements and she didn’t see why the city would pay for something it didn’t need to even though it wouldn’t be able to operate 24/7 and would only provide basic life support. She also stated that if the city had a 28E Agreement every time there was a dispatch call to Nashua, the entity that Nashua had a 28E Agreement with would be paged out even if Nashua’s ambulance was in service.

Mayor Anthofer called for a motion to adopt the following resolution: 23-28 Resolution Adopting a Seatbelt/Safety Restraint Policy. S. Johnson/M, J/Johnson/S, M/C. RC: all ayes.

Mayor Anthofer called for a motion to approve the following permits: Building: 115 Cedar Hill, 616 Main St., 310 Main St., 203 Charles City Rd., 1014 Greeley St., Demolition/Excavation: 1014 Greeley St., J. Johnson motioned to approve all permits, but with the stipulation that 115 Cedar Hill would only be approved if they comply with all setback requirements as the setbacks were not noted on the building permit. S. Johnson/S, M/C. RC: all ayes.

Business of the Mayor:

The Mayor discussed 103 Dawn Dr. and the work that needs to be completed to fix their driveway from when the water line had to be dug up and a chunk of their driveway was broken. The city will hire Hanneman Construction to fix the area that is approximately 15’ by 13’ by removing damaged area and replacing it with new for a total of $1,675.00.

Department Reports:

City Clerk Ott informed the council that the bank reconciliation for April had been completed and is ready for review. He presented the April financial reports. He asked the council for approval for Deputy Clerk Lisa Berends to attend the Municipal Professional Institute July 17-20, 2023. S. Johnson/M, J. Johnson/S, M/C. RC: all ayes. City Clerk Ott also asked for approval to attend the Municipal Professional Academy from July 26-30, 2023. Malven/M, S. Johnson/S, M/C. RC: all ayes. City Clerk Ott also reminded the council of the public hearing set for June 5th for the special permit for 801 Woodbridge.

City Council:

J. Johnson informed the council that the Nashua Fire Department would like to use $15,000 of the Watson Fund to purchase LUCAS devices for the ambulance service. City Clerk Ott will put it on the agenda for June 5th.

Kelleher inquired about the nuisance properties that were sent letters and asked if the city had heard from anyone. City Clerk Ott stated that he has not personally, but it is possible Lisa has heard something. He will check with Lisa and report back.

PeopleService provided the monthly water/wastewater report and Heather Hackman Library Director provided the library’s monthly report.

Discussion/Action

Malven/M, Willsher/S, M/C to form a hiring committee consisting of Council Members J. Johnson, Willsher, Parks/Maintenance Personnel Zade McCall, and City Clerk John Ott and/or Deputy Clerk Lisa Berends. RC: all ayes.

J. Johnson/M, Willsher/S, M/C to approve City Clerk Ott as the authorized signer for the Nashua Area EMS Service. RC: all ayes.

Malven/M, Willsher/S, M/C to approve the estimate from Titus Locksmith to replace the locks and key all locks to match at the Wastewater treatment plant and wells #4 and #5. RC: all ayes.

The council discussed updating the zoning maps. No decisions were made.

J. Johnson/M, Malven/S, M/C to approve becoming a member of the IaCMA (Iowa City Management Association) member. This provides direct access/communication to all city managers within the State of Iowa that are members of the Iowa League of Cities as well as a lot of other resources for the city. RC: all ayes.

The council discussed a billing issue at 416 Panama St, but no decision was made because the council wanted more information. City Clerk will gather more information and it will be addressed at the next council meeting.

City Clerk Ott mentioned that the city will be getting another estimate for changing out the lights in city owned facilities to LED and he will meet with the next contractor on Wednesday. J. Johnson mentioned that the Fire Department may change the lights out themselves instead of hiring it done due to the costs.

City Clerk Ott noted that the April incident report from the Fire Department was available if anyone wanted to review it.

There was no other business. S. Johnson motioned to adjourn. J. Johnson/S, M/C. RC: all ayes. The meeting adjourned at 8:59PM.

Pending Approval by Council

## John Ott

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| CLAIMS REPORT (April 28-May 11, 2023) | |  |
| VENDOR | REFERENCE | AMOUNT |
| LINCOLN SAVINGS BANK | HSA | $1,700.00 |
| U.S. POST OFFICE | WTR/SWR/GAR/REC-MAY'23 | $221.40 |
| ARNOLD MOTOR SUPPLY | STREETS-SEPARATOR FILTER | $80.51 |
| BODENSTEINER IMP. INC. | STREETS-OPERATING EXP | $3.47 |
| BUTLER-BREMER COMMUNICATIONS | PHONE EXP - MAY '23 | $300.64 |
| EXECUTIVE COUNCIL | DAM-FY'23 STATE CONT LOAN PMT | $37,746.65 |
| HAWKEYE COMMUNICATION/FANDEL | WC-ANNUAL INSPECT FIRE DEVICES | $375.00 |
| IOWA FINANCE AUTHORITY | SEWER-REV BOND PMT JUNE '23 | $198,153.75 |
| JOHN DEERE FINANCIAL | PARKS-FERTILIZER | $129.98 |
| OTT, JOHN | CH-NUISANCE ABATE TRAIN REIMB | $158.29 |
| RILEY'S INC. | CH-COPY FEES APRIL '23 | $206.88 |
| T & K TRACTOR REPAIR | STREETS-HOSE SKID LOADER | $24.73 |
| ZENDA VIKTUREK | AMB-REIMB ZENDA VESTS | $67.16 |
| U.S. POST OFFICE | WTR/SWR RATE NOTICES | $328.43 |
| DON BOSS | WC-CRAFTER COMMISSION APR'23 | $30.38 |
| JAN CLEMENT | WC-CRAFTER COMMISSION APR'23 | $69.00 |
| DEUTH, BRENDA | WC-CRAFTER COMMISSION APR'23 | $62.44 |
| SHERYL DORMAN | WC-CRAFTER COMMISSION APR'23 | $135.99 |
| FRISKY FOX VINEYARD LLP | WC-CRAFTER COMMISSION APR'23 | $175.40 |
| ANDREA KING | WC-CRAFTER COMMISSION APR'23 | $51.00 |
| LA PETITE BOUTIQUE | WC-CRAFTER COMMISSION APR'23 | $59.25 |
| SHARON LEERHOFF | WC-CRAFTER COMMISSION APR'23 | $135.15 |
| MAAS, ROBERTA C. | WC-CRAFTER COMMISSION APR'23 | $37.31 |
| ROEDER POWDER COAT & MACHINE | WC-CRAFTER COMMISSION APR'23 | $33.60 |
| NANCY SCHERER | WC-CRAFTER COMMISSION APR'23 | $55.00 |
| SENNER, ANN L | WC-CRAFTER COMMISSION APR'23 | $242.25 |
| LISA STEINLAGE | WC-CRAFTER COMMISSION APR'23 | $157.88 |
| SHIRLEY STEVENSON | WC-CRAFTER COMMISSION APR'23 | $35.44 |
| WEINBERG, THERESA | WC-CRAFTER COMMISSION APR'23 | $32.00 |
| WORDES CYNTHIA A | WC-CRAFTER COMMISSION APR'23 | $365.60 |
| BLUHM ELECTRIC INC | FD-E422 PRIMER MOTOR REBIULD | $264.00 |
| DAKOTA SUPPLY GROUP | ST/PARK-SAFETY LENSES | $98.90 |
| ELECTRONIC ENGINEERING CO | FD-BATTERIES LI-ION 3400 MAH | $218.67 |
| ENGINEERED EQUIP SOLUTIONS LLC | SWR-WASH PRESS SOLENOID | $2,450.00 |
| GPM | SEWER MAINT-SAMPLER SVC CALL | $896.00 |
| IACMA | CH-ANNUAL DUES 2023 | $120.00 |
| IOWA LEAGUE OF CITIES | CH-GRANT FINDER SUBSCRIPTION | $75.00 |
| KATRINA'S HELPFUL HOUSE CLEANI | WC-CLEANING APR'23 | $789.00 |
| LEROY'S REPAIR | PRK/STREET-25' CHAIN | $46.99 |
| LESSIN SUPPLY CO. | PARK-DOCK BITS | $19.82 |
| MICK GAGE PLBG & HTG, INC | WTR-TRAILER PARK MAIN | $2,212.17 |
| NASCO | PARK-RR SUPPLIES | $391.06 |
| OTT, JOHN | CH-REIMBURSE NUSIANCE ABATE CO | $176.85 |
| QUALITY FLOW SYSTEMS INC | WTR-SOFT START & BREAKER WELL5 | $5,483.88 |
| S & T COLLISION | PARK-OVERHAUL PICKUP | $1,449.40 |
| SENNER, ANN L | WC-REIMB SUPPLIES | $9.00 |
| TITUS LOCK SERVICE | CH-KEYS CUT AND SERVICE CALL | $98.00 |
| WEX BANK | CITY FUEL EXPENSES | $1,485.62 |
| BAKER & TAYLOR | LIB-BOOKS | $427.36 |
| BUTLER-BREMER COMMUNICATIONS | LIB-PHONE MAY'23 | $37.58 |
| CENTER POINT LARGE PRINT | LIB-BOOKS | $70.50 |
| COSTUME SPECIALISTS | LIB-PROG SUPP LORAX | $180.00 |
| DEMCO | LIB-SUPPLIES | $104.22 |
| DISNEY MOVIE CLUB | LIB-DVD | $29.43 |
| FARM COLLECTOR | LIB-SUB 12 ISSUES | $29.95 |
| INGRAM | LIB-BOOKS/OTHER | $201.38 |
| LITTLE PRINCESS PARTIES | LIB-PROGRAM | $400.00 |
| MAGNOLIA RIVERS | LIB-BOOKS | $70.00 |
| MODERN MARKETING | LIB-MAGNETS | $123.60 |
| NASHUA PUBLIC LIBRARY | LIB-PETTY CASH | $87.46 |
| NEW HAMPTON TRIBUNE NASHUA | LIB-AD | $36.00 |
| PERFECTION LEARNING | LIB-BOOKS | $738.87 |
| SCHOLASTIC, INC | LIB-BOOKS | $487.25 |
| TASTE OF HOME | LIB-SUBSCRIPTION | $70.96 |
| THE FAMILY HANDYMAN | LIB-SUB 1YR | $21.40 |
| IPERS | REGULAR IPERS | $3,189.63 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $2,272.77 |
| TREASURER STATE OF IOWA | STATE TAX | $340.81 |
| IOWA DEPARTMENT OF REVENUE | SEWER-APR'23 Q1 SALES TAX | $268.28 |
| IOWA DEPARTMENT OF REVENUE | WATER-Q2 MAR'23 WET TAX | $1,084.84 |
| IOWA DEPARTMENT OF REVENUE | WC-Q2 SALES TAX APR'23 | $166.80 |
| CSG FORTE PAYMENTS | WTR/SWR-ACH BANK FEES APR'23 | $40.00 |
| Accounts Payable Total |  | $267,938.03 |
| Payroll Checks |  | $7,755.40 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $275,693.43 |
| GENERAL FUND |  | $16,696.64 |
| ROAD USE |  | $4,207.26 |
| DEBT SERVICE |  | $97,841.65 |
| ARPA Funds Covid 19 |  | $67.16 |
| PERM FUNDS-LIB WATSON |  | $678.87 |
| PERM FUNDS-LIBRARY-BERRIE |  | $60.00 |
| WATER |  | $11,606.09 |
| SEWER |  | $6,477.01 |
| SEWER SINKING |  | $138,058.75 |
| TOTAL FUNDS |  | $275,693.43 |