City of Nashua
CITY COUNCIL MINUTES
City Hall

The Nashua City Council met in regular session on January 15, 2024, at Council Chambers in City Hall. The meeting was called to order at 7:00PM with Mayor Harold Kelleher III presiding. Council members present were Jake Johnson, Samantha Johnson, Ernie Willsher and Dan Zwanziger. There is one vacant council seat. City Clerk John Ott was present along with 4 guests.

Mayor Kelleher called for a motion to approve the regular agenda. J. Johnson/M, Willsher/S, M/C. RC: 4 Ayes and one vacancy.

Mayor Kelleher asked for a motion to approve the consent agenda consisting of minutes from the regular meeting January 3, 2024 and special meeting January 10, 2024; Consent Calendar: Payment of Claims (Dec. 23, 2023-January 11, 2024) $98,476.34 + 7,554.20 (Wages). Willsher/M, J. Johnson/S, M/C. RC: 4 Ayes and one vacancy.

Mayor Kelleher called for public comments: There was one citizen who was requesting financial relief for a sewer back up at 802 Brasher St, which ended up being due to a plugged main. The council said that they are not able to do anything to offer relief because the city is not able to control sewer main blockages. The council recommended that the next time they call the city to have the city check the main prior to them calling a plumber. Former Mayor Alex Anthofer had 4 suggestions/requests for the council. 1. He requested the city look at a new allocation of Local Option Sales Tax. The current distribution is 50% Debt Service, 25% Urban Revitalization, and 25% Lake/Dam. 2. He requested the city budget $500,000 over the next 3 fiscal years to complete what volunteers have tried to accomplish over the last several years and to hire a new employee who could write grants, revitalization management, updating ordinances, fundraising and be a liaison between the City of Nashua and other local groups. 3. Consider additional support for the $20,000 the city previously pledged to CC & E Properties for the Catalyst Grant. He suggested increasing that amount to $50,000 and making the funds available immediately instead of via reimbursement. 4. The city provide a written commitment to abate the nuisance at 305 Main St. within 18 months.

Hearings/Resolutions

Mayor Kelleher reminded the council of the public hearing set for February 5th for the first reading of ordinance #354 Amending the Code of Ordinances Chapter 65 Stop or Yield.

Mayor Kelleher asked for a motion to approve the following resolutions: 24-09 Resolution to Appoint a New City Council Member. After discussion, J. Johnson/M, S. Johson/S, M/C. to table appointing a new city council member until February 5th as they need to talk to more people to find citizens who are interested. RC: 4 Ayes and one vacancy. 24-10 Resolution to Appoint Park Board Members. Willsher/M, S. Johnson/S, M/C. RC: 4 Ayes and one vacancy. 24-11 Resolution to Appoint Welcome Center Board Members. J. Johnson/M, Willsher/S, M/C. RC: 4 Ayes and one vacancy. 24-12 Resolution for City Appointments. J. Johnson/M, S. Johnson/S, M/C. RC: 4 Ayes and one vacancy. 24-13 Resolution to Appoint E911 Board Representatives and Emergency Management Commission Representatives. Willsher/M, J. Johnson/S, M/C. RC: 4 Ayes and one vacancy. 24-14 Resolution to Appoint FMC Board Representative. Willsher/M, J. Johnson/S, M/C. RC: 4 Ayes and one vacancy. 24-15 Resolution to Appoint the Fire Chief. Willsher/M, J. Johnson/S, M/C. RC: 4 Ayes and one vacancy. 24-16 Resolution to Transfer Money from LSB Checking into a new CD. J. Johnson/M, Willsher/S, M/C. RC: 4 Ayes and one vacancy.

Business of the Mayor:

The mayor informed the council that he has established regular hours that he will be available at city hall for citizen engagement. He will be available on Tuesdays and Thursdays 8-9:30AM and 3:30-5:00PM. or by appointment. He wanted to thank the city crew in their efforts in getting the streets cleaned during the last snowfall.

Department Reports

City Clerk Ott informed the council that bank reconciliation for December has been completed and is available for council to review. He also presented the December financial reports to the council. He reminded the council of the upcoming budget meetings scheduled for January 24th and 31st at 6:00PM. He also informed the council that the tour of the wastewater treatment plant has been scheduled for February 5th at 6:00PM prior to the regular council meeting.

City Council

There were no comments from the City Council.

Library

Heather Hackman Library Director shared her monthly report with the council.

Discussion/Action

The council discussed and took action on several items.

J. Johnson/M, S. Johnson/S, M/C for the city to stop contributions to the HSA account that was mistakenly overfunded until it is caught up. RC: 4 Ayes and one vacancy.

City Clerk Ott stated that for the Community meeting to discuss Main St. and the future of Nashua that is tentatively scheduled for February 6th, he will need to post an agenda if 3 or more council members attend, so he would like those who are planning on attending to let him know as the agenda will need to be posted at least 24 hours prior the meeting.

J. Johnson/M, S. Johnson/S, M/C to approve pledging $5,000 for wayfinding signage, which was part of the Visioning Project in 2015. RC: 4 Ayes and one vacancy. The project was originally estimated at $15,000 which would be funded by the Community Foundation, N-P School District and City of Nashua each contributing $5,000. Val Johnson from the Community Foundation stated that the estimate may increase due to replacing yield signs with push button flash signs, but she didn’t know how much it would change the estimate because her contact with the DOT is out until February 4th.

The council discussed some billing issues. Willsher/M, J. Johnson/S, M/C to approve waiving 50% of the water and sewer fee for December and January billing cycle for 216 Main St. RC: 4 Ayes and one vacancy. The reason they were requesting a waiver is because they requested their water be shut off, but the city was unable to turn it off and it was determined that there was some sediment at the bottom of the corporate stop which was not allowing it to be turned off and if the city would have blown it out they wouldn’t have had to hire a plumber. S. Johnson/M, J. Johnson/S, M/C to waive the $40 meter fee for 303 Wentling St. RC: 4 Ayes and one vacancy. The reason the council waived the fee was because the resident stated that he contacted city hall about installing a new meter and endpoint, but the city didn’t have any available at the time of the request and never got back to him when they were available. J. Johnson/M, Willsher/S, M/C to approve waiving the meter fee for 113 Aspinwall providing they get a new meter and endpoint installed. RC: 4 Ayes and one vacancy. The reason the council waived the fee was because the property owner had set up two appointments to get the installs done, but the city ended up cancelling the appointments and never got back to them to reschedule the install.

J. Johnson/M, Willsher/S, M/C to approve two of the 3 bids from Heartland Asphalt. RC: 4 Ayes and one vacancy. The first bid that was approved was for repairs in 2023 that have not been completed. This proposal was for $9,486. The 2nd approved bid was for a change order on Lexington Ave. for $19,855. The 3rd bid, which was not approved, was for the repair of the Lakeshore Park Trail for $17,469.50. The council would like to receive more bids for the Lakeshore Park Trail prior to making a decision.

The council discussed logos on city vehicles. J. Johnson/M, Zwanziger/S, M/C to approve just putting “City of Nashua” on the vehicles with no logo. RC: 4 Ayes and one vacancy.

Wilsher/M, J. Johnson/S, M/C to approve Chamber Membership at the $50.00 level. RC: 4 Ayes and one vacancy.

S. Johnson/M, J. Johnson/S, M/C to approve paying for two city employees to attend the Iowa Rural Summit April 10-12 and to pay for attendance for 4 Chamber Members and 50% of hotel for the Chamber members, which is what the council approved last year. RC: 4 Ayes and one vacancy.

Other Business

City Clerk Ott mentioned that he had the 2023 Incident Report from the fire department if anyone wanted to review it.

There was no other business:

S. Johnson/M to adjourn, J. Johnson/S, M/C. RC: 4 Ayes and one vacancy. The meeting adjourned at 8:17PM.

Pending Approval by Council

John Ott

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| --- | --- |
| CLAIMS REPORT (December 22, 2023-January 11, 2024) |  |
| VENDOR | REFERENCE  | AMOUNT |
| AVESIS  | VISION INS JAN'24  | $53.31 |
| CRESCO SHOPPER INC  | WC-ADVERTISING  | $140.00 |
| IOWA MUNICIPALITIES WORKERS  | WORKER'S COMPENSATION PREMIUM  | $702.00 |
| SIMMONS PERRINE MOYER BERGMAN  | DAM-LEGAL EXP REPAIRS NOV'23  | $976.10 |
| U.S. POST OFFICE  | WTR/SWR/SW-JAN '24 BILLING  | $252.50 |
| MIKE MOLSTEAD GM DEALER  | ST-NEW TRUCK  | $57,328.00 |
| SCOTT CERWINSKE  | 12/26 DRIVER  | $25.00 |
| CORATHERS, TABATHA  | 12/31 DRIVER  | $25.00 |
| DETTMER, CHERYL  | AMB-12/17-DRIVE  | $25.00 |
| FISHER, KARAGAN  | DEC-CO CREW CHIEF  | $75.00 |
| MOHS, DANNON  | DEC-CO CREW CHIEF  | $205.00 |
| NELSON, TONI  | 12/17 EMT  | $30.00 |
| SCROGGINS, DEBORAH  | 12/6 EMT  | $30.00 |
| SHOEMAKER, CINDY  | PULSE OX/CREME  | $225.74 |
| ZENDA VIKTUREK  | DEC-MEDICAL DIRECTOR  | $180.00 |
| CALICO MEADOW SOAP LLC  | WC-CRAFTER COMMISION DEC  | $94.50 |
| CAPTIVATING CRAFTS LLC  | WC-CRAFTER COMMISION DEC  | $69.23 |
| KAREN CARR  | WC-CRAFTER COMMISION OCT  | $37.50 |
| JAN CLEMENT  | WC-CRAFTER COMMISION Q4 DEC  | $288.00 |
| DEBBIE L FINNEGAN  | WC-CRAFTER COMMISION NOV  | $36.75 |
| DEUTH, BRENDA  | WC-CRAFTER COMMISION NOV  | $156.00 |
| SHERYL DORMAN  | WC-CRAFTER COMMISION DEC  | $180.40 |
| FRISKY FOX VINEYARD LLP  | WC-CRAFTER COMMISION DEC  | $370.08 |
| ROGER GIGLER  | WC-CRAFTER COMMISION Q4  | $7.50 |
| KATHLEEN HENRY  | WC-CRAFTER COMMISION DEC  | $24.75 |
| ANDREA KING  | WC-CRAFTER COMMISION DEC  | $50.25 |
| LAVENDER AND LEMON  | WC-CRAFTER COMMISION NOV  | $19.50 |
| SHARON LEERHOFF  | WC-CRAFTER COMMISION DEC  | $367.63 |
| LINDA LENZ  | WC-CRAFTER COMMISION DEC  | $68.25 |
| MAAS, ROBERTA C.  | WC-CRAFTER COMMISION DEC  | $284.45 |
| MARYLEE MEHMEN  | WC-CRAFTER COMMISION OCT  | $46.88 |
| OLD BRADFORD PIONEER VILLAGE  | WC-CRAFTER COMMISION NOV  | $16.13 |
| ORTMAYER, COLLEEEN  | WC-CRAFTER COMMISION DEC  | $128.82 |
| JANET PETEFISH  | WC-CRAFTER COMMISION DEC  | $92.25 |
| DARLENE RICKART  | WC-CRAFTER COMMISION OCT  | $22.50 |
| ROEDER POWDER COAT & MACHINE  | WC-CRAFTER COMMISION DEC  | $47.20 |
| DANIELLE SCHELL  | WC-CRAFTER COMMISION DEC  | $80.63 |
| NANCY SCHERER  | WC-CRAFTER COMMISION DEC  | $74.80 |
| SCHUKNECHT, SANDY  | WC-CRAFTER COMMISION DEC  | $64.50 |
| KEN SCHWICKERATH  | WC-CRAFTER COMMISION Q4  | $15.00 |
| SENNER, ANN L  | WC-CRAFTER COMMISION DEC  | $427.55 |
| SNELLING, MARLENE  | WC-CRAFTER COMMISION DEC  | $146.25 |
| TERESA STAUDT  | WC-CRAFTER COMMISION Q4  | $189.00 |
| LISA STEINLAGE  | WC-CRAFTER COMMISION DEC  | $245.63 |
| SHIRLEY STEVENSON  | WC-CRAFTER COMMISION DEC  | $214.69 |
| CURTIS SWINTON  | WC-CRAFTER COMMISION DEC  | $152.25 |
| GLADICE TIDEMANSON  | WC-CRAFTER COMMISION Q4  | $7.50 |
| SANDRA VANCE  | WC-CRAFTER COMMISION Q4  | $15.00 |
| WORDES CYNTHIA A  | WC-CRAFTER COMMISION DEC  | $125.20 |
| BOUND TREE MEDICAL LLC  | AMB-AED PAKS  | $1,875.48 |
| BRUENING ROCK PRODUCTS INC  | ST-1'CLEAN  | $89.95 |
| BUTLER-BREMER COMMUNICATIONS  | WC-PHONE EXP-JAN'24  | $308.97 |
| CRONIN, SKILTON, SKILTON  | PURCHASE 302 MAIN CLOSING  | $15.20 |
| MCCLEARY, CHAD  | WA/SE-CONTRACT JAN'24  | $7,385.00 |
| IOWA ONE CALL  | LOCATES  | $30.60 |
| JOHN DEERE FINANCIAL  | SE-CONCRETE FOR PATCH  | $14.98 |
| LEROY'S REPAIR  | PARK-CHAINS FOR TREE CUTTING  | $94.97 |
| MICK GAGE PLBG & HTG, INC  | WA REPAIR MAIN BY FIRE STATION  | $3,800.00 |
| ENTERPRISE MEDIA INC  | CH-LEGAL PUBLICATIONS DEC'23  | $405.56 |
| RILEY'S INC.  | CH-COPY FEES DEC'23  | $206.88 |
| WAVERLY HEALTH CENTER  |   | $15.00 |
| WEDEKING ELECTRIC LLC  | WC-TERRY DECK LIGHTS  | $50.00 |
| WEX BANK  | FD-CITY FUEL EXPENSES  | $849.75 |
| MIDAMERICAN ENERGY  | GAS/ELEC DEC'23  | $6,777.23 |
| USCELLULAR  | AMB-TABLET/PHONE 12/22-1/21/24  | $42.24 |
| JACOBS DOZER SERVICE  | WTR MAIN REPAIR-SCHLUTER 1/1  | $2,100.00 |
| LEROY'S REPAIR  | PARK-25'CHAIN/OIL  | $67.99 |
| OTT, JOHN  | 24HR EMERGENCY PHONE  | $54.01 |
| SIMMERING-CORY, INC.  | CODE UPDATE PROJECT 2024  | $1,200.00 |
| ADVANTAGE ARCHIVES, LLC  | LIB-MICROF NASHUA REPORT 22-23  | $497.50 |
| BAKER & TAYLOR  | LIB-BOOKS  | $32.45 |
| BUTLER-BREMER COMMUNICATIONS  | LIB-PHONE JAN'24  | $38.05 |
| CENTER POINT LARGE PRINT  | LIB-BOOKS  | $140.88 |
| DEMCO  | LIB-BOOK BAGS/SUPPLIES  | $62.98 |
| DISCOUNT SCHOOL SUPPLIES  | LIB-BOOKS/PROGRAM SUPPLIES  | $278.67 |
| GORDON FLESCH COMPANY INC GFC  | LIB-COPIES 12/23-3/24  | $400.00 |
| HEATHER M. HACKMAN  | LIB-MILAGE/TRAINING  | $25.90 |
| INGRAM  | LIB-BOOKS/DVD  | $380.57 |
| LINCOLN SAVINGS BANK  | LIB-BOX RENT XX8905  | $15.00 |
| NASHUA PUBLIC LIBRARY  | LIB-PETTYCASH  | $88.06 |
| SOUTHERN LIVING  | LIB-BOOKS RECIPIES 2023  | $40.91 |
| THE MILL, INC.  | LIB-SALT/GRIT  | $14.56 |
| CITY OF NASHUA  | CH/WA/ST/UR-POSTAGE  | $53.55 |
| S & T COLLISION  | FD-OIL RANGER  | $62.97 |
| SANDRY FIRE SUPPLY, L.L.C  | FD-EQ TEST  | $2,059.01 |
| IRS - USA TAX PAYMENT  | FED/FICA TAX  | $2,102.51 |
| TREASURER STATE OF IOWA  | STATE TAX  | $338.33 |
| IOWA DEPARTMENT OF REVENUE  | SWR-SALES TAX DEC'23  | $293.85 |
| IOWA DEPARTMENT OF REVENUE  | WC-Q4 SALES TAX DEC'23  | $337.63 |
| IOWA DEPARTMENT OF REVENUE  | WET-SALES TAX DEC'23  | $1,203.82 |
| TRIONFO SOLUTIONS, LLC  | DEATH/DISABILITY JAN'24  | $142.61 |
| CSG FORTE PAYMENTS  | WTR/SWR ACH BANK FEES DEC'23  | $43.50 |
| Accounts Payable Total  |   | $98,476.34 |
| Payroll Checks  |   | $7,554.20 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\*  |   | $106,030.54 |
| GENERAL FUND  |   | $17,874.84 |
| LAKE/DAM  |   | $1,043.75 |
| URBAN REVITAL  |   | $15.35 |
| ROAD USE  |   | $60,921.60 |
| EMPLOYEE BENEFIT  |   | $730.66 |
| ARPA Funds Covid 19  |   | $2,753.46 |
| PERM FUNDS-LIBRARY-BERRIE  |   | $159.63 |
| WATER  |   | $14,106.61 |
| SEWER  |   | $8,424.64 |
| TOTAL FUNDS  |   | $106,030.54 |
| 2023 Wages |  |
| ALEX ANTHOFER  | $3,806.45 |
| MELISSA K BERENDS  | $45,349.36 |
| BONNIE CLEVELAND  | $14,591.35 |
| RHONDA K DEAN  | $300.00 |
| SHEA M GERBER  | $21,196.34 |
| HEATHER HACKMAN  | $40,033.71 |
| JACOB T JOHNSON  | $1,150.00 |
| SAMANTHA L JOHNSON  | $1,250.00 |
| HAROLD J KELLEHER  | $1,950.00 |
| JOAN KRUGER  | $2,153.28 |
| TIMOTHY G MALVEN  | $1,150.00 |
| ZADE D MCCALL  | $46,370.21 |
| JOHN J OTT  | $62,249.63 |
| JESSIE R SALINAS  | $5,543.00 |
| CHRISTINE SIEMONS  | $6,255.58 |
| ERNEST D WILLSHER  | $1,450.00 |
| DANIEL L ZWANZIGER  | $34,603.83 |
| TOTAL EMPLOYEE WAGES  | $289,402.74 |