**CITY OF NASHUA**

**CITY COUNCIL MEETING**

**November 21, 2016**

The Nashua City Council met in regular session November 21, 2016 at the Nashua City Hall Council Chambers at 7:00pm with Mayor Angelina Dietz presiding and Council Members Rolland Cagley, Tom Johnson, Ryan Jung, Kyle Lane and Brenda Roberts present.

The following department heads were in attendance: City Clerk Tabatha Caswell, Library Director Heather Hackman, Police Chief Paul Becthold, Sewer Operator Nick Henningsen and Street Superintendent Dan Zwanziger; along with 8 visitors.

Motion Cagley, seconded by Roberts to approve the agenda. Motion carried unanimously.

 Motion Jung, seconded by Lane to approve the minutes of October 17 and November 1 & 7, 2016 meetings, bills for November 21, 2016 and September 2016 Clerk’s Reports). Motion carried unanimously.

 LouAnn Murphy presented the Council with a treasurer’s report for July 2016. She will continue to work with City Clerk Caswell on August 2016.

Department Reports:

 City Clerk: attended a Budget Workshop last week and will be looking into setting up a purchasing policy and a credit card usage policy; also asked the Council about getting meter reads done and entered by the 1st-it was discussed to have Utility Clerk Henningsen work more hours at the beginning of the week to have things ready for billing.

Fire Department: Chief Johnson mentioned the stipend the Volunteer Fire Fighters receive the first part of December; applied for a grant for equipment and a new vehicle.

 Library: Director Hackman indicated the Library will be closing early Wednesday at 6pm and will reopen Monday; Library Open House will be December 10th; next Library meeting will be December 14th; she also presented the Council with an end of the year report.

 Police Department: Chief Becthold reported Officer Bright has re-enlisted in the military reserve program; would like to pay the reserve officers an hourly wage and would also like to look for a few more reserves; will be ordering new uniforms; has updated the list of K-9 donors; working on golf cart ordinance.

 Streets: Superintendent Zwanziger spoke about dam inspection and repairs to be done next spring; working on getting holiday lights put up.

 Sewer: Operator Henningsen discussed jetting he completed as a part of annual cleaning; has been trying to get bids from electricians for heaters at the wastewater plan, but has not heard from any local electricians and he has been asking for this since October; a 3rd party completed annual lift station inspections; discussion was also held regarding a man hole on Charles City Rd and possible repairs needed; suggested using the money that would be used towards a City Manager towards infrastructure improvements; will also get the Council a 5 year plan.

 Mayor: great to have Open House at the Welcome Center; upcoming events on Main St and Santa’s Workshop December 3rd; Parks is holding a lighted event in December; many happenings at the Library.

 Council: Lane-suggests moving the next meeting to December 6th due to a school concert; Jung-wondering plan for sidewalk grant money; suggest allowing commercial properties the ability to use other solid waste vendors aside from Jendro; talked about water bills and calls he has received regarding bills and reviewing the process of billing and when tenants move; Johnson-wondering about outside contractors providing an insurance certificate, wondering about trees on Madison and Sample, wondering about the tour of homes and soup supper; Roberts-wondering about the electronic sign donated to the City and the location, reported on the Bremer County E911 meeting; Cagley-wondering what is going on with the two back doors on City Hall.

 Motion Lane, seconded by Roberts to approve the Street Closure Application for the Nashua Park Board. Motion carried unanimously.

Discussion regarding 282 Lakeshore Dr sink hole was tabled.

Discussion was held regarding the water meter project. Updated numbers were given to the Council and discussion was held in regards to the problem meters. City Clerk Caswell spoke with Beacon and they are going to look into the issues we are having with the meters. They are also looking into the statement received for the $.89 per meter. The City Attorney is looking into meeting minutes regarding the agreement for the meters. Discussion was also held regarding Tyler Tech and where they are at with the interface. It was also discussed how to change the meters for the homes which the contractor has not been able to change. Options discussed include: posting a note on the door, entering the home to change the meter or assessing a fine to those who would not allow the meter to be changed. Discussion was also held regarding the trailer park and installing the new meters.

 Discussion was held regarding the business cards for employee’s and elected officials. City Clerk Caswell spoke about the amount available in the budget for the Council Members and the Mayor. The Council indicated to check with Vista Print as they produce them for a reasonable price.

Discussion was held regarding the City Hall/Police Department doors. City Clerk Caswell spoke with Mike Hannemann and he will be coming in Tuesday or Wednesday to talk about the doors and what needs to be repaired. City Clerk Caswell indicated the door to the Police Department sticks now even though it is not hot out. Council Member Cagley would like to be included in the meeting.

Motion Jung, seconded by Lane to approve the liquor license for Kwik Star #616. Motion carried unanimously.

 Motion Jung, seconded by Roberts to approve the consent agenda regarding the following building permits with the City staff to confirm with VFW that their work will be ADA compliant:

* 1. 217 Main – repair/replace sidewalk as pictured with handicap slop at street
	2. 516 Brasher – installing tin roof on garage and shed siding and windows and doors on same garage and shed
	3. 282 Lakeshore Dr – sidewalk
	4. 723 Greeley St – replace two windows and install siding on south end and east side

Motion carried unanimously.

Motion Roberts, seconded by Jung to adjourn the meeting at 8:37pm. Motion carried unanimously.

City of Nashua

Expenses for NOVEMBER 21, 2016

|  |  |  |
| --- | --- | --- |
| **VENDOR NAME** | **DESCRIPTION** |  **AMOUNT**  |
| BARLOW, ADAM |  move excavator  |  $ 300.00  |
| BULLEN, MARJORIE | reimb for duplicate blding prmt |  $ 25.00  |
| CALHOUN BURNS & ASSOC | bridge inspections |  $ 1,185.00  |
| CASEY'S GENERAL STORES | fuel |  $ 532.53  |
| CASWELL, TABATHA | mileage |  $ 104.16  |
| NEW AGE REALTY | purchase of real estate |  $ 5,162.00  |
| CEDAR LAKE EZ DOCK | dock removal |  $ 710.00  |
| CEDAR VALLEY PORTABLES | portable toilet |  $ 243.20  |
| CENTURYLINK | telephone services |  $ 640.37  |
| CHARLES CITY PRESS | equipment for sale ad |  $ 280.00  |
| CITY LAUNDERING | mat cleaning |  $ 50.87  |
| CRESCO SHOPPER | WC ad in paper |  $ 130.00  |
| GALLS |  equipment  |  $ 163.56  |
| GIS BENEFITS | std/life/ad&d |  $ 145.96  |
| HAUSER, JENIFER | bags/mile/display table/FB ad |  $ 176.76  |
| IMWCA | work comp-premium adj |  $ 808.00  |
| IOWA FINANCE AUTHORITY | interest-sewer GO & REV bon |  $35,055.00  |
| JUNG, RYAN | park board advertising |  $ 73.00  |
| KIESLERS POLICE SUPPLY | 4 glock pistols |  $ 1,425.40  |
| KWIK STAR | fuel |  $ 797.64  |
| MIDWEST RADAR | radar cert |  $ 120.00  |
| MPH INDUSTRIES, INC | radar repair |  $ 240.19  |
| NEW HAMPTON TRIB/NASHUA REPORT | sale ad/minute publications |  $ 457.11  |
| NORTH IOWA DIESEL |  dumpsters-flood  |  $ 3,913.98  |
| OFFICE OF VEHICLE SERVICES |  vehicle inspections  |  $ 30.00  |
| PEOPLESERVICE |  monthly wastewater services  |  $10,166.00  |
| RENEWED PURPOSE |  ad-Holiday Open House  |  $ 30.00  |
| UNGGOY BROADBAND | WC ad/camp coupons/stationary |  $ 430.00  |
| VERIZON | wireless internet |  $ 80.02  |
| WALMART | vending supplies/supplies |  $ 398.17  |
| WAVERLY NEWSPAPER | equipment for sale ad |  $ 373.80  |
| DELTA DENTAL | premium |  $ 207.06  |
|  |  |  $64,454.78  |
| **LIBRARY EXPENSES** |  |  |
| **VENDOR NAME** | **DESCRIPTION** |  **AMOUNT**  |
| Baker & Taylor | books/dvd's |  $ 403.00  |
| Book Look | books/dvd's |  $ 305.76  |
| Cedar Valley Print & Supply | office supplies |  $ 93.99  |
| Center Point Large Print | books/dvd's |  $ 45.00  |
| Century Link | utilities |  $ 61.28  |
| Country | subscriptions |  $ 15.00  |
| Disney Movie Club | books/dvd's |  $ 25.94  |
| Family Circle | subscriptions |  $ 19.98  |
| Garden Gate | subscriptions |  $ 39.00  |
| Heather Hackman | Training & Education |  $ 111.59  |
| Ingram Books | books/dvd's |  $ 431.73  |
| Iowa History | subscriptions |  $ 35.95  |
| Ken Bloom | books/dvd's |  $ 10.00  |
| Meredith Books | books/dvd's |  $ 35.87  |
| Michael Frederick | books/dvd's |  $ 44.00  |
| Nashua Public Library | Post Office/Program supp |  $ 52.48  |
| Taste of Home Books | books/dvd's |  $ 50.96  |
| The Iowan | subscriptions |  $ 22.00  |
| Weber Paper Company | library equipment |  $ 75.57  |
| **TOTAL LIBRARY EXPENSES:** |  |  $ 1,879.10  |
| **TOTAL EXPENSES FOR NOVEMBER 21, 2016:** |  $66,333.88  |

Angelina Dietz

 Mayor

Attest: Tabatha Caswell

 City Clerk

Transcribed by the City Clerk subject to Council approval.