

City of Nashua
CITY COUNCIL MINUTES
City Council Chambers, City Hall

The Nashua City Council met in regular session on June 5, 2023, in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Hal Kelleher III, Tim Malven and Ernie Willsher. Jake Johnson arrived at 7:07PM, Samantha Johnson arrived at 8:43PM and Hal Kelleher left at 7:56PM. City employee(s) City Clerk John Ott; Nashua Area EMS Director Zenda Vikturek; Chickasaw County Sheriff Chief Deputy Zach Nobsch were present along with 10 guests.

Mayor Anthofer asked for consideration approving the regular agenda. Willsher/M, Malven/S approving the regular agenda after amending to remove Doreen Cook discussing PCC Billing Service Agreement for ambulance and Action/Discussion approving PCC as a billing service. RC: 3 ayes, J. Johnson and S. Johnson absent.

Mayor Anthofer called for a motion to approve the consent agenda: Minutes from the Regular Council Meeting May 15, 2023, Building Permits: 224 Woodbridge St., 902 Greeley St; Alcohol/Liquor Permits: Big Willie's Tavern (Outside Sales WODD), Nashua Civic League (WODD), Gateway to Northeast Iowa Welcome Center, and Dollar General; Cigarette/Tobacco Permits: Dollar General; Fireworks: J&M Displays (WODD). Payment of Claims (see claims report): Total Claims to be Paid \$174,696.06 + Wages \$14,965.87. Malven/M, Willsher/S, M/C. RC: 3 Ayes, J. Johnson and S. Johnson absent.

Mayor Anthofer asked for public comments. There were none.

Mayor Anthofer called for a motion to open the public hearing 28E Ambulance Service Agreement with AMR, Charles City and Floyd County. Malven/M, Kelleher/S, M/C. RC: 3 Ayes, J. Johnson and S. Johnson absent. The public hearing was opened at 7:01PM. After some lengthy discussion Mayor Anthofer called for a motion to close the public hearing. J. Johnson/M, Malven/S, M/C. RC: 4 Ayes, S. Johnson absent. The public hearing was closed at 7:25PM.

Mayor Anthofer asked for a motion to approve the 28E Agreement. J. Johnson/M, H. Kelleher/S, M/C. RC: J. Johnson, Hal Kelleher Ayes, Malven and Willsher Nay, S. Johnson absent. The motion to approve the contract failed on a 2-2 vote and S. Johnson was absent.

Mayor Anthofer called for a motion to open the public hearing to discuss the application for special permit for 801 Woodbridge St. J. Johnson/M, Malven/S, M/C. RC: 4 Ayes, S. Johnson absent. The public hearing was opened at 7:26PM. Several property owners near 801 Woodbridge St. attended the meeting to express their opposition to approving the permit. There were several reasons for not wanting the permit approved. They wanted to keep the area residential, which is why they purchased their properties. They knew the property behind them was commercial, but they wanted to keep the front area residential. They stated that there is already a lot of traffic on the dead end due to people missing the corner to the business, semi's waiting to pick up trailers, concerned about kid's safety, as well as their property values. The property owner Larry Lindloff stated that he respects everyone's opinion and that he didn't expect 3.5 years ago when they started the business that they would need the amount of space that they are using today. He also stated that he has always tried to be a good neighbor and clean up where he can to make things look better. He acknowledged that that there are trailers, but he would still like to expand. He said that he would put up fences, markings, whatever they need to do to assist keeping traffic off Madison St. They don't want to impact the residents they just want to conduct business. After discussion, Mayor Anthofer asked for a motion to close the public hearing. Willsher/M, J. Johnson/S, M/C. RC: 4 Ayes, S. Johnson absent. Th public hearing was closed at 7:41PM. After the public hearing was closed, Mayor Anthofer asked for a motion to approve the Special Permit for 801 Woodbridge St. Willsher/M to deny the special permit, J. Johnson/S, M/C.

RC: Kelleher, J. Johnson, and Willsher Aye, S. Johnson absent, and Malven abstained. The motion to deny the special permit passed.

Maggie Burger from Speer Financial informed the council that the city did receive two bids for the General Obligation Corporate Purpose Loan Anticipation Notes, Series 2023. This is interim financing for any design, preparation, and planning. There were two bids, and they recommended accepting the lowest bid which was First State Bank @ 4.15%. She explained that we are required by law to take the low bid or refuse all bids. She stated that she did feel that this was a fair bid, and the maturity will be December 1, 2024. The reason that date was selected is because by that time we will be entering into long term financing. After Maggie was done discussing the interim financing, there were no questions.

Mayor Anthofer called for a motion to approve Resolution 23-29 Resolution Authorizing a Loan Agreement and Providing for the Issuance of a General Obligation Corporate Purpose Loan Agreement Anticipation Project Note, Series 2023. J. Johnson/M, Malven/S, M/C. RC: 4 Ayes, S. Johnson absent.

Mayor Anthofer called for a motion to approve the building permit for 206 Dawn Dr. Malven mentioned that he knew there was a Covenant in that area that may need to be investigated. J. Johnson stated that he thought that the covenant may have expired. Malven/M to table until it can be determined if the covenants are still in effect. J. Johnson/S, M/C. RC: 4 Ayes, S. Johnson absent.

Business of the Mayor:

Mayor Anthofer wanted to inform the council that if they have any systems or processes that could improve efficiency and effectiveness to bring them forward to help improve the city.

Department Reports:

City Clerk Ott talked about the Iowa Thriving Communities Initiative as well as some ordinances and policies for minimum maintenance and usage that the State of Iowa is really focusing on. City Clerk Ott stated that if cities do not implement some of these processes it will inhibit state funding for economic development. He talked about the Community Foundation changing its grant cycle, so there will not be a new grant cycle for Chickasaw County Community Foundation until May 2024. City Clerk asked for approval to attend the Brownfields Technical Assistance Conference in Des Moines on Wednesday June 7th because the city is trying to get funding through a Technical Assistance program and City Clerk Ott recommended to the council that the city have a representative at the conference. He suggested the Mayor, Council member or himself. Malven/M, J. Johnson/S, M/C to approve the City Clerk or Mayor to attend the event. RC: 4 Ayes, S. Johnson absent. City Clerk Ott also informed the council that shortly after Ion Environmental Solutions takes over the water/wastewater service contract they would like the Council and Mayor to tour the facilities with them so they can show them the state of the facilities at the time they take over and again another tour in 6 months so the city council can see the changes.

City Council:

The council discussed implementing a process for work orders. City Clerk Ott put together a simple work order form for the council to review and recommend changes.

Zach Nobsch Chickasaw County Sheriff presented their monthly report. They were in the area for 256.5 hours in May.

Discussion/Action

The council discussed multiple actionable items.

Malven/M, J. Johnson/S, M/C to approve the Marine Solutions Service Agreement with a proposal range of \$22,200 to \$39,150. RC: 3 Ayes, S. Johnson and Kelleher absent.

Willsher/M, J. Johnson/S, M/C to approve the work order form drafted by City Clerk Ott. RC: 3 Ayes, S. Johnson and Kelleher absent.

The council discussed adopting Statewide Urban Design and Specifications (SUDAS) standards which provides uniform design guidelines and construction specifications for Iowa's urban public improvement projects. This will be added to the next agenda for further discussion and/or approval.

J. Johnson/M, Malven/S, M/C to purchase Diamond Maps subscription when PeopleService's contract expires June 30th. J. Johnson/M, Malven/S, M/C. RC: 3 Ayes, S. Johnson and Kelleher absent.

J. Johnson/M, Malven/S, M/C. to set a public hearing July 3rd to discuss vacating the alley by Woodbridge St. RC: 3 Ayes, S. Johnson and Kelleher absent. City Clerk Ott will work with City Attorney Skilton.

The council discussed the Fire Department allocating funds from the Watson Estate to purchase LUCAS devices for the ambulance service. This will be added to the next agenda for further discussion/approval.

J. Johnson/M, Malven/S, M/C to pay for the liability and liquor license insurance for WODD. RC: 3 Ayes, S. Johnson and Kelleher absent.

The council discussed waiver of water/sewer for 416 Panama. The council will hold further discussion at the next council meeting.

J. Johnson/M, Wilsher/S, M/C to approve trading in the 2019 John Deere Z930M for a 2023 John Deere Z930M ZTrak. The price after trade will be \$8,200 and the trade will be in FY'24. RC: 3 Ayes, S. Johnson and Kelleher absent.

J. Johnson/M, Malven/S, M/C to approve fixing the lights at the wastewater treatment plant. RC: 3 Ayes, S. Johnson and Kelleher absent.

The council discussed purchasing a camera for the brush site due to issues that the city has had with people dumping items that are not approved, which causes more work for the city workers. City Clerk Ott will look into camera options.

The council discussed the 28E Agreement proposed by the Nashua Rural Fire Company. J. Johnson will take the contract back to the Fire Department for review.

J. Johnson/M, Malven/S, M/C to approve the proposal by Darin Cerwinske and Cedar Point Church leaders to help improve Main St. They have offered to spruce up the 3 buildings to the North of Main St. by boarding up the windows upstairs, removing the computer sign, and painting the lower portion of all 3 buildings. RC: 3 Ayes, S. Johnson and Kelleher absent.

J. Johnson/M, Willsher/S, M/C to approve Nate Masters planting some trees behind his property at 107 Ridgeway Circle. The area he wants to plant the trees is on city property. RC: 3 Ayes, S. Johnson and Kelleher absent.

The council discussed the red tag fee policy because there were a couple of complaints from citizens about being given a red tag on Friday the 26th. The red tag is to provide a 24 hour disconnect notice and since the 28th (date of the disconnect) fell on a weekend and Monday was a Holiday the 24 hour disconnect notice wouldn't have gone out until Tuesday 30th and shut offs wouldn't have been until Wednesday 31st. City Clerk Ott mentioned that due to this timing and the next month's bills having to be processed on Wednesday, in order for them to be mailed by June 1st it would have caused a lot of issues in the billing cycle. The council agreed with City Clerk Ott that sending out the Red Tag notice on Friday was appropriate and to continue to do so when the shut off dates fall on a weekend or Holiday.

Johnson/M, Malven/S, M/C to approve televising the sewer line at 315 Greeley St. The cost is estimated to be about \$2,100. RC: 3 Ayes, S. Johnson and Kelleher absent.

The council discussed the next steps in the hiring process. City Clerk Ott will start setting up interviews now that he has everyone on the hiring committee's availability for the next couple of weeks.

The council discussed the AC going out in City Hall. City Clerk Ott will work on getting bids.

Malven/M, Johnson/S, M/C to approve the bid from Henning's Electric for \$850.00 to hard wire the sampler, reconnect and repair wiring disconnected from ceiling that was taken out in back room office. RC: 3 Ayes, S. Johnson and Kelleher absent.

Johnson/M, Malven/S, M/C to withhold final payment to PeopleServices until we get an account of their hours and also because there were 3 instances where the 24 hour number was called and the message stated that PeopleService no longer services Nashua even though they are still under contract until June 30th. RC: 3 Ayes, S. Johnson and Kelleher absent.

S. Johnson came into the meeting at 8:43PM.

The council discussed a billing issue at 229 Mill St. After discussion, S. Johnson/M, Malven/S to recalculate the residence's bill using actual rates for usage for the months that they used utility services but were not billed for those services. The motion was to calculate a payment plan based on both a 24 and 36 month repayment schedule, figuring 20% of the bill being forgiven. This new amount will be presented to the council at the next council meeting for review and final consideration. RC: 4 Ayes, and Kelleher absent.

There was no other business. Willsher motioned to adjourn. Malven/S, M/C. RC: 4 ayes and Kelleher absent. The meeting adjourned at 9:08PM.

Pending Approval by Council

CLAIMS REPORT (May 12-June 1, 2023)

VENDOR	REFERENCE	AMOUNT
GOE INTERNATIONAL	DAM-DIVERS FOR REPAIR WORK	\$6,280.00
U.S. POST OFFICE	WTR/SWR/GAR/-STAMPS 3REG:1PCAR	\$237.00
J & M DISPLAYS, INC.	WODD-FIREWORK SHOW 2023	\$5,000.00
20 20 FX LLC	CH-REINSTALL CARBONITE & 365	\$45.00
AVESIS	VISION-MAY'23	\$61.66
MELISSA BERENDS	WC/PARK/CH FLAG ROPE	\$204.44
NASHUA AREA CHAMBER	CH-CHAMBER DUES 2023	\$50.00
BRUENING ROCK PRODUCTS INC	STREET-1'RR/CHIPS W.FINES	\$286.45
COOLEY PUMPING	PARKS-CEADAR VIEW PARK MAY'23	\$285.00
DELTA DENTAL OF IOWA	DENTAL INS MAY'23	\$241.92
GIS BENEFITS	DEATH/DISABILITY MAY'23	\$127.03
JENDRO SANITATION SERVICE	GAR/REC MAY'23	\$11,594.50
MARTIN'S FLAG COMPANY LLC	PARKS-WC/PARKS FLAG HALYARDS	\$50.91
NATIONAL ELEVATOR INSPECTIONS	WC-ELEVATOR INSPECTION FEE'23	\$82.50
PEOPLESERVICE INC.	water waste water contract WATER-PRESORT ENV BULK	\$20,655.00
RAPID PRINTERS	MAILING	\$120.00
SHUCK BRITSON	DAM-PROJ REPAIR PLAN WASTE WATER -EPA CONSENT	\$24,983.33
SHUTTLEWORTH & INGERSOL	ORDER	\$512.00
BLUE CROSS WELLMARK	HEALTH INS-JUNE'23	\$5,675.08
FIRST STATE BANK	LOADER LOAN PRINCIPAL	\$31,354.50
LINCOLN SAVINGS BANK	HSA	\$1,700.00
GOE INTERNATIONAL	DAM-DIVERS FOR REPAIR WORK	\$13,308.12
U.S. POST OFFICE	WTR/SWR/GAR/REC-JUNE'23 STREETS-GREASE,ELC	\$221.73
ARNOLD MOTOR SUPPLY	CLEAN,CHUCK	\$109.31
BAUM HYDRAULICS CORP	DAM-PUMP SEWER MAINT-REPAIR SAMPLERS	\$703.50
GPM	X3 WATER-REPLACE SOFT START- WELL	\$4,250.65
HENNINGS ELECTRIC LLC IOWA DIVISION OF LABOR- ELEVATO	WC-ELEV PERMIT #12533 WORKER'S COMPENSATION	\$124.80
IOWA MUNICIPALITIES WORKERS	PREMIUM	\$75.00
JOHN DEERE FINANCIAL	STREET-ADAPT/FUNNEL/BULBS	\$1,640.00
LEROY'S REPAIR METERING & TECHNOLOGY SOLUTION	PRK-18' AND 14' CHAINS /FUEL CAP EXP-WATER METER EXP	\$116.70
MIDAMERICAN ENERGY	GAS/ELEC MAY'23	\$97.72
NASSCO	PARK-RR SUPPLIES	\$27,868.40
NEW HAMPTON TRIBUNE NASHUA	CH-LEGAL PUB MAY'23	\$5,704.33
OTT, JOHN	WTR/SWR/ST-INDEED AD	\$391.06
RILEY'S INC.	CH-COPY FEES MAY'23	\$906.80
SENNER, ANN L	WC-REIMB SUPPLIES	\$503.21
T & K TRACTOR REPAIR	DAM-HOSE REPAIR	\$221.66
U.S. POST OFFICE	CH-PO BOX 38 RENEW	\$20.75
ZENDA VIKTUREK	AMB-MAY/JUN'23 MED DIR STIPEN	\$52.86
IRS - USA TAX PAYMENT	FED/FICA TAX	\$114.00
TREASURER STATE OF IOWA	STATE TAX	\$415.58
IPERS	REGULAR IPERS	\$2,256.31
IRS - USA TAX PAYMENT	FED/FICA TAX	\$342.22
TREASURER STATE OF IOWA	STATE TAX	\$3,188.08
Accounts Payable Total		\$2,188.60
Payroll Checks		\$328.35
***** REPORT TOTAL *****		\$174,696.06
GENERAL FUND		\$14,965.87
LAKE/DAM		\$189,661.93
ROAD USE		\$27,220.58
EMPLOYEE BENEFIT		\$44,635.07
DEBT SERVICE		\$9,530.10
ARPA Funds Covid 19		\$5,477.42
PERM FUNDS-CITY WATSON		\$31,354.50
WATER		\$115.58
SEWER		\$5,000.00
TOTAL FUNDS		\$44,060.57
		\$22,268.11
		\$189,661.93

