

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

The Nashua City Council met in regular session on September 6, 2022 in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Rhonda Dean, Hal Kelleher, and Ernie Willsher. Samantha Johnson arrived at 7:27PM and Tim Malven was absent. City employee(s) City Clerk John Ott was present along with Chickasaw County Sheriff Martin Hemann and City Attorney David Skilton. There were also 13 guests in attendance.

Mayor Anthofer asked for consideration approving the regular agenda. Willsher/M, Dean S, M/C. RC: 3 ayes Dean, Kelleher, and Willsher. Johnson and Malven were absent. Mayor Anthofer called for a motion to approve the consent agenda: Minutes from the Regular Council Meeting August 15, 2022; Consent Calendar Payment of Claims August 12-September 1, 2022 – Payment of Claims (see claims report): total claims to be paid \$108,274.44 + \$6, 800.34 (wages); and Building Permits: 186 Greenwood Ave., 10862 Willow Ave., 70 Wabash (time extension through Oct. 31<sup>st</sup>) and 616 Main St. (time extension through October 31<sup>st</sup>). Dean/M, Willsher/S, M/C. RC: 3 ayes Dean, Kelleher, and Willsher. Johnson and Malven were absent.

Mayor Anthofer asked for public comments. One citizen was requesting the council to grant some relief for a utility bill. Dean requested that it be put on the next agenda for further discussion possible action. Lindloff asked about the property that was vacated to him by the city and when the deed would be completed. Attorney Skilton said it should be done by the end of the month. There is some verbiage that they are trying to work out.

Dean motioned to table setting a public hearing for the special permit for the 300' Land Mobile Radio Communications Tower for All Local Emergency Services until can get approval from the DOT. Willsher seconded. M/C. RC: 3 ayes Dean, Kelleher, and Willsher. Johnson and Malven were absent.

Dean motioned to set a public hearing for September 19<sup>th</sup> establishing a new code of ordinance in the Nashua Code of Ordinance Establishing a Volunteer Ambulance Service. Willsher/S, M/C. RC: 3 ayes Dean, Kelleher, and Willsher. Johnson and Malven were absent.

Mayor Anthofer called for a motion to pass Resolution 22-46 Approving a Mitigation Plan to Prevent Damage to the Nashua-Hydro Dam. Dean/M, Kelleher/S, M/C. RC: 3 ayes Dean, Kelleher, and Willsher. Johnson and Malven were absent.

Permits: The Mayor asked for approval of the following permits:

Building Permit: 48 Merrill St. Dean/M, Willsher/S, M/C. RC: 3 ayes Dean, Kelleher, and Willsher. Johnson and Malven were absent.

Business of the Mayor:

The Mayor had no business to discuss.

Department Reports:

City Clerk Ott presented the preliminary Annual Financial Report and Street Finance Report for FY'22. He informed the council that bank reconciliation for July has been completed and reminded the council that there is a special election on September 13<sup>th</sup> for the Nashua Plainfield School. The voting will take place at City Hall. He informed the council that Floyd County is working on a proposal for the citizens of Floyd County for ambulance services and are going to form town halls in each community within Floyd County to inform the citizens of what EMS service is and how it can be funded. This will provide information, so that the citizens can decide whether or not to vote for the EMS levy that will be on the ballot in November in Floyd County. Nashua will be holding a town hall meeting as well because we have citizens that are part of Floyd County and informing the citizens of what EMS service is and how it can be funded will be valuable in the future if the City of Nashua decides to put an EMS service levy on the ballot in the future. There are 3 tentative dates selected for the townhall October 12<sup>th</sup>, 25<sup>th</sup>, or 26<sup>th</sup>.

City Council members had no business to discuss.

Sheriff Hemann presented his monthly report and reported that the county had a very busy month in August. They were in Nashua 256 hours. He reviewed some of the calls that they were dispatched to and briefly discussed the vicious dog attack that happened over the weekend. There were no Welcome Center or Park Board reports for the month. City Clerk Ott will reach out to Dottie Thompson for a request for change of scope of work for the Community Foundation Grant. The deadline is approaching rapidly to have the project completed and the report finalized.

Discussion/Action

The City Council discussed several actionable topics.

The council discussed who would be responsible for the Land Mobile Radio Equipment that was transferred from Chickasaw County. Kelleher motioned to continue with the 50/50 like we are currently doing for other equipment. Dean/S, M/C. RC: Dean, Johnson, Kelleher, and Willsher Ayes and Malven absent.

The council discussed the next steps in the hiring process. Dean stated that City Clerk Ott and Mayor Anthofer should submit their 5 picks to her by Thursday and she will hopefully start setting up interviews next week.

The council discussed ambulance service/ad-hoc committee. The council made no decision and will be added to the next agenda for further discussion. The ad hoc committee did find a medical director as Dr. Schrodt has verbally agreed to be the medical director, which was one of the first hurdles to overcome.

Dean/M and Willsher/S, M/C to table setting a goal setting session with Pat Callahan of Callahan Municipal Consultants. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent.

Dean/M Johnson/S, M/C to set a public hearing regarding amending the Code of Ordinance for Garbage and Solid Waste rates due to the increase from our vendor LJP/Jendro that will be taking place on October 1, 2022. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent. LJP/Jendro implemented a fuel surcharge in March '22 and the city absorbed that cost and did not increase the rates at that time.

Dean/M, Willsher/S, M/C for Water/Waste Water Supervisor Nick Henningsen to acquire two bids to install the 4" meter and have the meter installed by October 1, 2022. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent. The council approved the purchase of the 4" meter on May 16, 2022.

The council discussed the Iowa DNR Sanitary Survey Update. One of the items on the survey was well #3. The options for the well are to cap the well or add a line and hydrant. Nick Henningsen Water/Waste Water Superintendent got an estimate to add a discharge hydrant and the proposed estimate was between \$10-15K, but he suggested contacting an engineer to come up with a better plan than what he had. Kelleher motioned to get bids to adding a line and hydrant. Willsher/S, M/C. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent.

City Clerk Ott discussed another billing issue that he found where a person has lived in a property for several months and no one has come in to sign up for utility services. He just recently sent out the bill for all back charges. The attorney stated if the council starts giving relief for these accounts that everyone will be asking for the same relief. This is the 3<sup>rd</sup> account that has been found in just a couple weeks where people have had utility service for several months without signing up for an account. City Clerk Ott talked about a Neighborhood Revitalization Program through Iowa Economic Development Authority and Community Development Block Grants. He discussed several general projects that the grant funds are designed to be used for an asked the council to think about projects within Nashua that would potentially qualify for some of this funding. There is an expected local match of 15%. Some of the ideas that the council has come up with so far were replacing curb stops, roofs, and making sidewalks ADA compliant. City Clerk Ott will reach out to INRCOG and gather more information.

Dean/M to end open session and go into closed session. Johnson/S, M/C. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent. The meeting went into closed session at 8:24PM. The reason the council went into closed session 21.5(1)(C) of the Iowa Code to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. After Attorney Skilton provided an update to the council and answered council questions. Johnson motioned to end closed session and resume open session. Dean seconded. M/C. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent.

After open session resumed, Dean motioned to approve Phase II of the Engineering Consultant Agreement with Fox Strand. Willsher seconded. M/C. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent. The estimated costs are \$5,000.00, but will be billed as an hourly rate plus expenses. Fox Strand will notify City of Nashua if it appears the estimated amount will be exceeded. Their anticipated completion date will be October 28, 2022.

There was no other business. Dean motioned to adjourn. Johnson seconded. M/C. RC: 4 ayes Dean, Johnson, Kelleher, and Willsher. Malven was absent. The meeting was adjourned at 8:42PM.

Pending Approval by Council  
John Ott  
City Clerk

**CLAIMS REPORT (August 1-11, 2022)**

| VENDOR                                                      | REFERENCE                      | AMOUNT      |
|-------------------------------------------------------------|--------------------------------|-------------|
| U.S. POST OFFICE                                            | WTR/SWR/GAR AUG '22            | \$215.16    |
| BOCKHAUS PLUMBING & HEATING                                 | CH-FURNACE                     | \$3,734.00  |
| BUTLER-BREMER COMMUNICATIONS                                | PHONE EXP - JULY '22           | \$305.52    |
| CHICKASAW COUNTY                                            | ST-PAVEMENT MARKINGS           | \$806.98    |
| CHICKASAW COUNTY AUDITOR                                    | AMBULANCE -FY'23 Q2 SVC CNTRCT | \$9,706.13  |
| DOLLAR GENERAL                                              | LIB-PROG SUPPLIES              | \$83.40     |
| GOE INTERNATIONAL                                           | DAM-INSPECTION #2              | \$8,333.30  |
| INRCOG                                                      | CH-FY'23 DUES                  | \$806.52    |
| IOWA DNR                                                    | SWR-NPDES PERMIT FEE FY'22/23  | \$210.00    |
| IOWA MUNICIPALITIES WORKERS                                 | WORKER'S COMPENSATION PREMIUM  | \$1,262.00  |
| IOWA ONE CALL                                               | LOCATES                        | \$10.80     |
| JOHN DEERE FINANCIAL                                        | PARKS - SPRAYER                | \$339.98    |
| LEROY'S REPAIR                                              | FD-EQUIPMENT REPAIR            | \$115.44    |
| MIDAMERICAN ENERGY                                          | GAS/ELEC - EXP JULY '22        | \$7,537.98  |
| MURPHY, COE, AND SMITH                                      | CH-TREASURER APRIL/MAY '22     | \$310.00    |
| NEW HAMPTON TRIBUNE NASHUA                                  | CH-LEGAL PUBLICATIONS          | \$811.72    |
| OFFICE OF AUDITOR STATE<br>STOREY KENWORTHY MATT<br>PARROTT | CH-FY'22 AUDIT (INV 1)         | \$16,148.17 |
| ORIGIN DESIGN                                               | CH-CHECK REORDER               | \$355.90    |
| OTT, JOHN                                                   | GREELEY ST STORM WATER STUDY   | \$3,996.50  |
| PEDERSON PLUMBING                                           | CH-MUN PROF FIN OFFICER ACAD   | \$337.72    |
| SENNER, ANN L                                               | PARKS-TOILET REPAIR            | \$401.81    |
| ULINE                                                       | WC-REIMB DG SUPPLIES           | \$4.28      |
| ZARNOTH BRUSH WORKS, INC.                                   | WC/PARK - SUPPLIES             | \$411.91    |
| DON BOSS                                                    | STREETS-SWEEPER REPAIR PARTS   | \$1,502.50  |
| JAN CLEMENT                                                 | WC-CRAFTER COMMISION JULY '22  | \$47.63     |
| DEUTH, BRENDA                                               | WC-CRAFTER COMMISION JULY '22  | \$214.50    |
| SHERYL DORMAN                                               | WC-CRAFTER COMMISION JULY '22  | \$40.50     |
| FRISKY FOX VINEYARD LLP                                     | WC-CRAFTER COMMISION JULY '22  | \$397.95    |
| TERRY HINRICHS                                              | WC-CRAFTER COMMISION JULY '22  | \$196.31    |
| LA PETITE BOUTIQUE                                          | WC-CRAFTER COMMISION JULY '22  | \$112.50    |
| SHARON LEERHOFF                                             | WC-CRAFTER COMMISION JULY '22  | \$47.25     |
| MAAS, ROBERTA C.                                            | WC-CRAFTER COMMISION JULY '22  | \$243.10    |
| MARYLEE MEHMEN                                              | WC-CRAFTER COMMISION JULY '22  | \$377.27    |
| JANET PETEFISH                                              | WC-CRAFTER COMMISION JULY '22  | \$50.81     |
| DARLENE RICKART                                             | WC-CRAFTER COMMISION JULY '22  | \$41.63     |
| ROEDER POWDER COAT & MACHINE                                | WC-CRAFTER COMMISION JULY '22  | \$45.00     |
| DANIELLE SCHELL                                             | WC-CRAFTER COMMISION JULY '22  | \$37.50     |
| NANCY SCHERER                                               | WC-CRAFTER COMMISION JULY '22  | \$97.13     |
| SANDY'S STICHES                                             | WC-CRAFTER COMMISION JULY '22  | \$178.88    |
| SENNER, ANN L                                               | WC-CRAFTER COMMISION JULY '22  | \$76.50     |
| SNELLING, MARLENE                                           | WC-CRAFTER COMMISION JULY '22  | \$121.13    |
| TERESA STAUDT                                               | WC-CRAFTER COMMISION JULY '22  | \$54.38     |
| LISA STEINLAGE                                              | WC-CRAFTER COMMISION JULY '22  | \$47.25     |
| SHIRLEY STEVENSON                                           | WC-CRAFTER COMMISION JULY '22  | \$142.13    |
| THE COUNTRY COTTAGE                                         | WC-CRAFTER COMMISION JULY '22  | \$53.25     |
| WEINBERG, THERESA                                           | WC-CRAFTER COMMISION JULY '22  | \$79.88     |
| BOCKHAUS PLUMBING & HEATING                                 | WC-CRAFTER COMMISION JULY '22  | \$64.88     |
|                                                             | SWR-CAMERA SEWER LINE          | \$180.00    |

|                              |                                |             |
|------------------------------|--------------------------------|-------------|
| HEIMAN INC.                  | FD-MINOR EQUIP                 | \$704.58    |
| INSPECTOR HOUSE CALLS LLC    | 110 ST. LAWRENCE HOUSE INSPECT | \$1,200.00  |
| LEROY'S REPAIR               | PARKS-OPERATING SUPPLIES       | \$8.00      |
| MURPHY, COE, AND SMITH       | CH-TREASURER JUNE '22          | \$155.00    |
| QUALITY PUMP & CONTROL       | SWR-NEW LIFT STATION PUMP      | \$7,905.70  |
| RILEY'S INC.                 | CH-COPY FEES MAY '22           | \$915.98    |
| SENNER, ANN L                | WC-SUPPLIES                    | \$64.25     |
| WESTRUM LEAK DETECTION       | LEAK DETECTION                 | \$795.00    |
| WEX BANK                     | CITY FUEL EXPENSES             | \$1,356.63  |
| BAKER & TAYLOR               | LIB-BOOKS                      | \$391.85    |
| BETTY B. PASSICK             | LIB-SUB                        | \$25.27     |
| BUTLER-BREMER COMMUNICATIONS | LIB-PHONE EXP JUL '22          | \$37.63     |
| CENTER POINT LARGE PRINT     | LIB-BOOKS                      | \$46.50     |
| CURRENTWARE, INC             | LIB-TECH SUPPLIES              | \$331.20    |
| DISNEY MOVIE CLUB            | LIB-DVD'S                      | \$37.40     |
| INGRAM                       | LIB - BOOKS AND DVD'S          | \$387.87    |
| MIDWEST LIVING               | LIB-SUB                        | \$6.00      |
| NASHUA PUBLIC LIBRARY        | LIB-PETTY CASH POSTAGE         | \$9.96      |
| OVERDRIVE                    | LIB-SUB                        | \$625.71    |
| POPULAR MECHANICS            | LIB-SUB                        | \$33.69     |
| TASTE OF HOME                | LIB-BOOKS                      | \$34.96     |
| U.S. POST OFFICE             | LIB-STAMPS                     | \$120.00    |
| IRS - USA TAX PAYMENT        | FED/FICA TAX                   | \$2,033.45  |
| TREASURER STATE OF IOWA      | STATE TAX                      | \$309.00    |
| IOWA DEPARTMENT OF REVENUE   | SEWER-Q3 JULY '22 SALES TAX    | \$280.08    |
| TREASURER STATE OF IOWA      | WATER-JULY '22 Q3 WET TAX      | \$1,125.56  |
| Accounts Payable Total       |                                | \$79,636.35 |
| Payroll Checks               |                                | \$6,438.16  |
| ***** REPORT TOTAL *****     |                                | \$86,074.51 |
| GENERAL FUND                 |                                | \$49,731.88 |
| LAKE/DAM                     |                                | \$8,402.03  |
| URBAN REVITAL (LOST ONLY)    |                                | \$1,200.00  |
| ROAD USE                     |                                | \$8,258.44  |
| EMPLOYEE BENEFIT             |                                | \$1,245.34  |
| WATER                        |                                | \$4,389.99  |
| SEWER                        |                                | \$11,847.72 |
| STORM WATER UTILITY          |                                | \$999.11    |
| TOTAL FUNDS                  |                                | \$86,074.51 |

**CLAIMS REPORT (Aug 12-Sept 1, 2022)**

| VENDOR                     | REFERENCE                    | AMOUNT     |
|----------------------------|------------------------------|------------|
| LINCOLN SAVINGS BANK       | HSA                          | \$1,300.00 |
| ARNOLD MOTOR SUPPLY        | STREETS - SUPPLIES           | \$287.50   |
| AVESIS                     | VISION - SEPT '22            | \$61.66    |
| BADGER METER               | WTR-MTR SVC CON JUL-SEP '22  | \$1,780.89 |
| BROWN SUPPLY CO. INC.      | STREETS - SAFETY GLASSES     | \$75.00    |
| BRUENING ROCK PRODUCTS INC | STREETS - 1' ROAD ROCK       | \$1,848.34 |
| COOLEY PUMPING             | PARKS-CEDAR VIEW JUL 5-AUG 1 | \$285.00   |
| DELTA DENTAL OF IOWA       | DENTAL INS - SEPT '22        | \$134.34   |
| DOLLAR GENERAL             | LIB - PROGRAM SUPPLIES       | \$24.28    |

|                                |                                |              |
|--------------------------------|--------------------------------|--------------|
| FIVE STAR COOPERATIVE          | FD-STAND BY GENERATOR          | \$20.98      |
| GIS BENEFITS                   | DEATH/DIS-AUG/SEPT '22         | \$183.68     |
| HEARTLAND ASPHALT, INC.        | STREETS - COLD PATCH MIX       | \$2,466.40   |
| IOWA ONE CALL                  | LOCATES                        | \$26.10      |
| JENDRO SANITATION SERVICE      | GAR/REC - AUG '22              | \$11,478.09  |
| LEROY'S REPAIR                 | STREETS - SUPPLIES             | \$37.99      |
| MIDAMERICAN ENERGY             | GAS/ELECT - AUG '22 PARKS      | \$10.00      |
| PEOPLESERVICE INC.             | water waste water contract     | \$20,655.00  |
| STAPLES CREDIT PLAN            | CH/WTR/SWR - TONER HP PRINTER  | \$721.26     |
| U.S. POST OFFICE               | CH/WTR/SWR-POSTAGE STAMPS      | \$312.00     |
| BLUE CROSS WELLMARK            | HEALTH INS - SEPT '22          | \$4,639.86   |
| ZIEGLER CAT                    | STREETS - SUPPLIES             | \$42.50      |
| U.S. POST OFFICE               | GAR/WATR/SWR - POSTAGE SEP '22 | \$215.82     |
| NASHUA AREA CHAMBER            | CH-CHAMBER DUES 2022           | \$50.00      |
| BRUENING ROCK PRODUCTS INC     | STREETS - 1' ROAD ROCK         | \$117.29     |
| CHARLES CITY AREA DEV COR      | CH-CCACD FY '22/23             | \$4,572.25   |
| CHICKASAW COUNTY SHERIFF OFFIC | PD-JULY-SEPTEMBER QTR#3 '22    | \$42,840.00  |
| HAWKEYE COMMUNICATION/FANDEL   | WC-FIRE SYSTEM MONITORING      | \$321.00     |
| JACOBS DOZER SERVICE           | WTR - DETECT LEAK COOP         | \$580.00     |
| JOHN DEERE FINANCIAL           | DAM-SUPPLIES                   | \$171.15     |
| KATRINA'S HELPFUL HOUSE CLEANI | WC-CLEANING JUNE '22           | \$987.00     |
| MIDAMERICAN ENERGY             | GAS/ELECT - AUG '22            | \$6,448.32   |
| NEW HAMPTON TRIBUNE NASHUA     | CH-LEGAL PUBLICATIONS          | \$221.13     |
| RILEY'S INC.                   | CH-AUG '22 COPY FEE            | \$134.36     |
| IPERS                          | REGULAR IPERS                  | \$2,841.04   |
| IRS - USA TAX PAYMENT          | FED/FICA TAX                   | \$2,070.21   |
| TREASURER STATE OF IOWA        | STATE TAX                      | \$314.00     |
| Accounts Payable Total         |                                | \$108,274.44 |
| Payroll Checks                 |                                | \$6,800.34   |
| ***** REPORT TOTAL *****       |                                | \$115,074.78 |
| GENERAL FUND                   |                                | \$70,585.29  |
| LAKE/DAM                       |                                | \$162.36     |
| ROAD USE                       |                                | \$11,060.61  |
| EMPLOYEE BENEFIT               |                                | \$3,913.92   |
| WATER                          |                                | \$15,462.59  |
| SEWER                          |                                | \$13,890.01  |
| TOTAL FUNDS                    |                                | \$115,074.78 |