

City of Nashua
CITY COUNCIL MINUTES
City Hall

The Nashua City Council met in regular session on December 16, 2024, in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Harold Kelleher III presiding. Council members present were Peggy Hall, Jake Johnson, Ernie Willsher, and Dan Zwanziger. Samantha Johnson was absent. City employee(s) City Clerk John Ott, Street Superintendent Zade McCall, and Water/Wastewater Supervisor Nick Henningsen were present along with 2 guests.

Council member J. Johnson called for a motion to approve the regular agenda after amending to remove action/discussion on the change order adding additional blocks for the dam repair. Willsher/S, M/C. RC: 4 ayes, S. Johnson absent.

Mayor Kelleher asked for a motion to approve the consent agenda consisting of minutes from the regular meeting December 2, 2024; Building Permit: 1224 Main St.; Consent Calendar Payment of Claims: (November 27-December 12, 2024) \$301,939.19 + \$10,884.48 (Wages) See Claims Report.

General Fund: \$68,281.74

Urban Revit: \$2,030.00

Road Use: \$1,136.31

Employee Benefit: \$704.42

Economic Development: \$5.58

Dam Repair After FEMA - \$225,835.00

Water: \$7,180.08

Sewer: \$7,650.54

Total Funds: \$312,823.67

J. Johnson/M, Hall/S, M/C. RC: 4 ayes, S. Johnson absent.

Mayor Kelleher asked for public comments: There were none

Hearings/Resolutions:

J. Johnson/M, Willsher/S, M/C to set a public hearing adding a new code section to the Nashua Code of Ordinances for the Set Off Program for January 6, 2025. RC: 4 ayes, S. Johnson absent.

Mayor Kelleher called for a motion to adopt the following resolutions: 24-85 Resolution to Amend the Employee Handbook Adding a New Section Leave Donation Policy. Willsher/M, J. Johnson/S, M/C. RC: 4 ayes, S. Johnson absent. 24-86 Resolution to Amend the Employee Handbook to Revise Minimum Call in Pay. J. Johnson/M, Hall/S, M/C. RC: 4 ayes, S. Johnson absent. 24-87 Resolution to Accept the Gift of Real Estate 1020 Greeley St. J. Johnson/M to accept the gift of real estate after a lien search is conducted, the school and county both agree to forgive any back taxes and there are no liens on the property. Zwanziger/S, M/C. RC: 4 ayes, S. Johnson absent. 24-88 Resolution to Approve Lori Fisher as a Nashua Area EMS Driver. J. Johnson/M, Hall/S, M/C. RC: 4 ayes, S. Johnson absent. 24-89 Resolution to Approve ARPA Fund Expenses. J. Johnson/M, Hall/S, M/C. RC: 4 ayes, S. Johnson absent. 24-90 Resolution to Enter into a 28E Agreement Chickasaw County Firefighting Mutual Assistance 28E Agreement. Willsher/M to approve the agreement pending approval by City Attorney David Skilton. Zwanziger/S, M/C. RC: 4 ayes, S. Johnson absent.

Business of the Mayor:

Mayor Kelleher wanted to remind the citizens to remove their vehicles from the Right of Way this winter to keep everything clear for snowplows. He also wanted to wish everyone a Happy and Safe Holiday.

Department Reports:

City Clerk Ott reviewed the November Financial Reports and informed the council that the bank reconciliation for November was complete and ready for review. He reviewed the tentative FY'25/26 budget schedule and relayed some budget considerations for the council to think about during the budgeting process. He reminded the council that he will be on vacation from Friday afternoon through the rest of the year. He reviewed some notes that the Deputy Clerk wanted relayed to the council as well. The final end point 10 day notices are in process; 3 tax assessments have been mailed for delinquent accounts; the Army Static Inventory Report has been completed. There were also some waiver requests to consider, but those are in the action/discussion items.

City Council:

They didn't have anything to report.

Zade McCall Street Superintendent gave his monthly report and talked about getting the street sweeper fixed. The estimate was from Macqueen to replace the RH drive hub assembly for a cost of \$14,562.84.

Nick Henningsen Water/Wastewater Supervisor presented his monthly report. He talked about the water loss this month was just over 10%, which is the best that it has ever been. He said that this means that we have hopefully gotten all the leaks fixed, meters are measuring accurately etc. He informed the council that he shipped samples on December 10th and the samples were not received until December 16th, which made us in violation of our sample requirements. He stated that he has been in touch with the Iowa DNR and has explained the situation with them and they are walking through what steps he needs to take. He said he wasn't sure what the city needs to do except maybe use UPS out of Charles City and deliver the samples to Charles City instead of sending them Priority via USPS. After discussion, the council thought it may be best if he drives the samples down to Waterloo once a week to ensure they get there on time and the city remains in compliance with our sampling requirements. He also talked about some repair issues that need to be addressed in the headworks building at the wastewater treatment plant.

Mayor Kelleher reviewed the Monthly Library Report for November that was provided by Library Director Heather Hackman.

Discussion/Action:

The council discussed and/or acted on several items.

City Clerk Ott reviewed the sewer financials and informed the council that they may need to look at raising the sewer rates because we have spent 62% of our budget and are only 43% through the year. This is partially because we have had a lot of large repairs recently as

well as some that are in process. City Clerk Ott will review the past few sewer budgets with Nick Henningsen Water/Wastewater Supervisor and see if they can find some solutions to get the budget back in line.

City Clerk Ott presented a statement of the cost of the demolition of 223 Main St. The final cost of demolition and removal was \$97,554.84. The city paid these costs, but the costs will be charged to the property owner.

Mayor Kelleher will be meeting with Jake Ballweg and a construction company Friday to look at whether or not it is possible to save some of the buildings on Main St.

The city council reviewed several billing issues. They reviewed a billing issue from 24 Cemetery Road, but after reviewing a letter from the property owner, J. Johnson/M, Hall/S, M/C to table any action until we can get some advice from our City Attorney. RC: 4 ayes, S.

Johnson absent. 424 Cedar St. had a leak and requested relief via an Application for Waiver of Charges for Water and/or Sewer Usage.

Hall/M, J. Johnson/S, M/C to approve the waiver. RC: 4 ayes, S. Johnson absent.

There are two properties who are requesting a refund for service when their water should have been shut off. Neither property 32 Chestnut nor 210 St. Lawrence have had a new endpoint installed. Deputy Clerk Berends recommended that the council consider not giving the refund; if approved, until the city can get an actual meter read to see how much more or less water they have been using vs. what is being estimated. J. Johnson/M, Zwanziger/S, M/C to table any action until the properties get a new endpoint installed and the city can get an actual read of their usage. RC: 4 ayes, S. Johnson absent.

Willsher/M, Hall/S, M/C to approve the City and Rural stipend amounts presented by Fire Chief Tom Johnson. The city stipend will be \$200/Firefighter and the Rural will be based on the number of calls attended during the year. Each Firefighter will be paid \$15.06/rural fire call they were at. RC: 3 ayes, S. Johnson absent, J. Johnson abstained. The motion passed by majority vote (3 ayes, 1 absent, 1 abstain) and the stipend was approved. The reason J. Johnson abstained was because he is a member of Nashua's Volunteer Fire Department, and he would have a real or perceived financial benefit by voting to approve the stipend. If a council member has a real or perceived financial benefit/interest in any action of the council, it is advised that they refrain from voting on that measure.

City Clerk Ott reviewed the community project list for the 5-2-1-0 grant. He also shared a letter from Val Johnson (5-2-1-0 Committee Member) about the different projects putting special emphasis on the trail project. After discussion, council member J. Johnson said that he has talked to several property owners where the trail was going to be located and not one of the property owners wants the trail. He also said that he thought it was decided at the last council meeting that the council didn't think it was a good expense at this time. The council agreed with Jake and has decided not to spend the requested \$33,000 for the engineering for Phase I of the project.

There was no other business.

J. Johnson/M to adjourn, Zwanziger/S, M/C. RC: 4 ayes, S. Johnson absent. The meeting adjourned at 8:06PM.

Pending Approval by City Council
John Ott

CLAIMS REPORT (NOV. 17-DEC 12, 2024)

VENDOR	REFERENCE	AMOUNT
SPEER FINANCIAL, INC	LOAN OBLIGATION PREP FOR 1.3	\$9,865.00
BUTLER-BREMER COMMUNICATIONS	PHONE EXP-DEC'24	\$310.08
CHICKASAW COUNTY SHERIFF OFFIC	PD-QTR2FY'25(JAN-MAR'25)	\$31,281.25
U.S. POST OFFICE	POSTAGE-BILLS DEC'24	\$230.55
BADGER METER	WTR MTR SERVICE NOV'24	\$661.50
FEHR GRAHAM	CEDARRIVER CROSSING FORCE MAIN	\$559.65
IOWA MUNICIPALITIES WORKERS	WORKER'S COMPENSATION PREMIUM	\$709.00
JOHN DEERE FINANCIAL	ST-PINS/BALL MOUNT FOR TRUCK	\$80.98
LESSIN SUPPLY CO.	ST-FITTING 6401-08-12/ 7/16HD	\$50.85
MICROBAC LABORATORIES INC.	SWR-TESTING NOV'24	\$577.50
ENTERPRISE MEDIA INC	CH-PUBLICATIONS NOV'24	\$491.81
OFFICE OF AUDITOR STATE	CH-FY'23 AUDIT END 6/30/23	\$9,739.44
RILEY'S INC.	CH-COPY FEE NOV'24	\$203.14
SCHUETH ACE HARDWARE	WTR/ST-BATTERY/PIPE JNT CMPND	\$26.98
T & K TRACTOR REPAIR	ST-FITTINGS/HOSE	\$295.27
USCELLULAR	WTR/SE-CELL LINE DEC'24	\$170.68
WEX BANK	CITY FUEL EXPENSES	\$545.29
CAPTIVATING CRAFTS LLC	WC-VENDOR SALES NOV'24	\$39.68
JAN CLEMENT	WC-VENDOR SALES NOV'24	\$101.81
DEUTH, BRENDA		\$74.63
SHERYL DORMAN	WC-VENDOR SALES NOV'24	\$269.00

FRANKE, DEBORAH	WC-VENDOR SALES NOV'24	\$54.75
FRISKY FOX VINEYARD LLP	WC-VENDOR SALES NOV'24	\$96.78
TERRY HINRICHS	WC-VENDOR SALES NOV'24	\$37.50
DAVID KESLER	WC-VENDOR SALES NOV'24	\$95.33
ABIGAIL KROMMINGA	WC-VENDOR SALES NOV'24	\$45.00
SHARON LEERHOFF	WC-VENDOR SALES NOV'24	\$217.39
LINDA LENZ	WC-VENDOR SALES NOV'24	\$37.50
MAAS, ROBERTA C.	WC-VENDOR SALES NOV'24	\$98.36
MARYLEE MEHMEN	WC-VENDOR SALES NOV'24	\$39.98
ROBERSON, AMANDA	WC-VENDOR SALES NOV'24	\$71.25
NANCY SCHERER	WC-VENDOR SALES NOV'24	\$42.08
SCHUKNECHT, SANDY	WC-VENDOR SALES NOV'24	\$51.00
SENNER, ANN L	WC-VENDOR SALES NOV'24	\$152.15
SNELLING, MARLENE	WC-VENDOR SALES NOV'24	\$119.63
LISA STEINLAGE	WC-VENDOR SALES NOV'24	\$61.84
SHIRLEY STEVENSON	WC-VENDOR SALES NOV'24	\$79.69
MARLYS UGLUM	WC-VENDOR SALES NOV'24	\$45.00
AUCHSTETTER, DEVIN	FD-RURAL FIRE CALLS CY 2024	\$425.90
BILHARZ, BRIAN	FD-CITY STIPEND CY 2024	\$230.12
BROWN, BOE	FD-CITY STIPEND CY 2024	\$290.36
BROWN, JESSE	FD-CITY STIPEND CY 2024	\$380.72
JOSH CASTER	FD-RURAL FIRE CALLS CY 2024	\$486.14
DARIN DIETZ	FD-CITY STIPEND CY 2024	\$230.12
FISHER, DON	FD-CITY STIPEND CY 2024	\$350.60
FISHER, JASON	FD-CITY STIPEND CY 2024	\$380.72
GERBER, SHEA	FD-RURAL FIRE CALLS CY 2024	\$621.68
HANNEMAN, MIKE	FD-RURAL FIRE CALLS CY 2024	\$516.26
HENNINGSSEN, NICK	FD-CITY STIPEND CY 2024	\$230.12
HILLESHEIM, SHANE	FD-CITY STIPEND CY 2024	\$335.54
HILLESHEIM, TERRY	FD-CITY STIPEND CY 2024	\$350.60
JOHNSON, IAN	FD-RURAL FIRE CALLS CY 2024	\$410.84
JOHNSON, JACOB	FD-RURAL FIRE CALLS CY 2024	\$410.84
TOM JOHNSON	FD-RURAL FIRE CALLS CY 2024	\$533.22
KARELS, ABRAM	FD-CITY STIPEND CY 2024	\$365.66
LANE, KYLE	FD-CITY STIPEND CY 2024	\$275.30
MCCALL, ZADE	FD-RURAL FIRE CALLS CY 2024	\$561.44
MILLER, DAN	FD-CITY STIPEND CY 2024	\$305.42
MOHS, DANNON	FD-CITY STIPEND CY 2024	\$365.66
NELSON, CHAD	FD-CITY STIPEND CY 2024	\$335.54
NELSON, KURT	FD-CITY STIPEND CY 2024	\$320.48
OLSEN, KENT	FD-RURAL FIRE CALLS CY 2024	\$516.26
POPPE, GRIFFIN	FD-RURAL FIRE CALLS CY 2024	\$410.84
SIDEVEY, TYLER	FD-CITY STIPEND CY 2024	\$230.12

SINNWELL, JOSH	FD-CITY STIPEND CY 2024	\$245.18
RICK SINNWELL	FD-RURAL FIRE CALLS CY 2024	\$471.08
SUDOL, CHAD	FD-RURAL FIRE CALLS CY 2024	\$425.90
COLLIN S. SUDOL	FD-RURAL FIRE CALLS CY 2024	\$410.84
SUDOL, STEVE	FD-RURAL FIRE CALLS CY 2024	\$440.96
CALEB WILKEN	FD-CITY STIPEND CY 2024	\$230.12
ZWANZIGER, KEVIN	FD-CITY STIPEND CY 2024	\$305.42
JOSH CASTER	11/6 DRIVER	\$50.00
SCOTT CERWINSKE	11/5 DRIVER	\$125.00
CONNOR, KIM	11/11 DRIVER	\$25.00
CORATHERS, JOHN	11/8 DRIVER	\$50.00
CORATHERS, TABATHA	11/8 EMT	\$190.00
DETTMER, CHERYL	11/9 ATTENDANT	\$20.00
FISHER, KARAGAN	NOV ASSISTANT CHIEF	\$75.00
MOHS, DANNON	NOV CREW CHIEF	\$105.00
NELSON, TONI	11/6 EMT	\$30.00
SHOEMAKER, CINDY	11/5 EMT	\$60.00
SUDOL, MELISSA	11/28 ATTENDANT	\$20.00
ZENDA VIKTUREK	NOV-EMS DIRECTOR	\$180.00
ZIMMERMAN, JEFF	11/8 ATTENDANT	\$40.00
CITY OF NASHUA	PETTY CASH-H2O TST 12/3	\$58.93
CRESCO SHOPPER INC	WC-ADVERTISING CHRISTMAS CRAFT	\$51.00
EMPTY NEST QUILTERS	WC-VENDOR SALES NOV'24	\$99.00
KATRINA'S HELPFUL HOUSE CLEANI	WC-CLEANING NOV'24	\$921.00
LOVIK HAULING & PUMPING	SE-HAUL WASTEWATER/RIVER LINE	\$975.00
ENTERPRISE MEDIA INC	WC-ADVERT CHRISTMAS CRAFT SHOW	\$60.00
PCC	AMB-SEP'24 BILLING SERVICES	\$2,160.31
S & T COLLISION	WA/SE-HOSE/ANTIFRZ/THERMOSTAT	\$173.63
USCELLULAR	AMB-TABLET/PHONE DEC'24	\$37.24
BAKER & TAYLOR	LIB-BOOKS	\$321.43
BETTER HOMES & GARDENS	LIB-CELEBRATE THE SEASON 24	\$38.01
BIBLIONIX LLC	LIB-SUBSCRIPTION THRU DEC'25	\$990.00
BUTLER-BREMER COMMUNICATIONS	LIB-PHONE EXP DEC'24	\$38.92
CENTER POINT LARGE PRINT	LIB-BOOKS	\$49.88
DEMCO	LIB-SUPPLIES W/THEISEN FUNDS	\$98.49
DISCOUNT SCHOOL SUPPLIES	LIB-SUPPLIES W/THEISEN FUNDS	\$269.76
HEATHER M. HACKMAN	LIB-REIMBURSE TRAVEL/MEETINGS	\$46.86
IDA GROVE PUBLIC LIBRARY	LIB-DVD'S	\$15.00
INGRAM	LIB-BOOKS/DVD'S	\$322.01
NASHUA PUBLIC LIBRARY	LIB-PETTY CASH THEISENS FUNDS	\$21.73
NASHUA-PLAINFIELD SCHOOLS	LIB-NP YEARBOOK'25-'26	\$60.00
OUR IOWA	LIB-SUBSCRIPTION 1 YEAR	\$24.98
READER'S DIGEST	LIB-SUBSCRIPTION 1 YR	\$32.10

SOUTHERN LIVING	LIB-ANNUAL RECIPIES'24	\$40.91
THE PIONEER WOMAN	LIB-SUBSCRIPTION 1 YEAR	\$24.00
UPHAM MEMORIAL LIBRARY	LIB-BOOKS	\$100.00
BOOMERANG	DAM-CAP PROJECT ARCHITECT/CONT	\$218,000.00
FLOYD CO. MEDICAL CENTER	AMB-RX NOV'24	\$25.00
IRS - USA TAX PAYMENT	FED/FICA TAX	\$3,304.57
TREASURER STATE OF IOWA	STATE TAX	\$566.91
IOWA DEPARTMENT OF REVENUE	SWR-SALES TAX NOV'24	\$325.42
IOWA DEPARTMENT OF REVENUE	WET-SALES TAX NOV'24	\$1,266.32
IOWA DEPARTMENT OF REVENUE	WC-SALES TAX NOV'24	\$188.81
TRIONFO SOLUTIONS, LLC	DEATH/DISABILITY DEC'24	\$178.65
CSG FORTE PAYMENTS	WRT/SWR-ACH BANK FEES NOV'24	\$54.00
Accounts Payable Total		\$301,939.19
Payroll Checks		\$10,884.48
***** REPORT TOTAL *****		\$312,823.67
GENERAL FUND		\$68,281.74
URBAN REVITAL		\$2,030.00
ROAD USE		\$1,136.31
EMPLOYEE BENEFIT		\$704.42
ECONOMIC DEVELOPMENT		\$5.58
DAM REPAIR-AFTER FEMA		\$225,835.00
WATER		\$7,180.08
SEWER		\$7,650.54
TOTAL FUNDS		\$312,823.67