

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

The Nashua City Council met in regular session on February 17, 2020 in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Betsinger presiding. Council members present were Alex Anthofer, Scott Cerwinski, Thomas Johnson, Harold Kelleher III, and Charles Shelby. City employee(s) City Clerk John Ott and Heather Hackman Library Director were in attendance along with Nick Henningsen Water/Waste Water Superintendent. There were also 5 guests in attendance.

Mayor Betsinger asked for consideration approving the agenda. Cerwinski Motioned. Anthofer Seconded. Motion Carried.

Mayor Betsinger asked if anyone had public comments. A citizen commented about Jendro not turning the totes around after they are picked up, so that the residents know they have been there, this is an inconvenience especially in cold/bad weather to have to go out and check to see if they have been picked up. Mayor Betsinger stated it may be due to the arm on the truck doesn't do that now that the process is more automated and the driver doesn't have to physically touch the totes.

Mayor Betsinger called for a motion to approve the minutes from the Council Meeting on February 3, 2020 as well as the Special Meeting on February 10, 2020.

Anthofer Motioned. Shelby Seconded. Motion Carried.

Mayor Betsinger opened the Public Hearing for Setting Jendro Sanitation Waste/Recycling Contract Rates. The public hearing was opened at 7:04PM. After discussions Mayor Betsinger asked if there was a motion to close the public hearing. Cerwinski Motioned. Johnson Seconded. Motion Carried. The public hearing was closed at 7:06PM.

Mayor Betsinger asked for a motion to open the Public Hearing on the Proposal to Enter into a General Obligation Snow Plow Lease-Purchase Agreement Approving and Authorizing a General Obligation Snow Plow Lease-Purchase Agreement and Providing for the Levy of Taxes to Pay the Same. Anthofer Motioned. Kelleher Seconded. The public hearing was opened at 7:06PM. After some brief discussion Mayor Betsinger called for a motion to close the public hearing. Anthofer Motioned. Shelby Seconded. Motion Carried. The public hearing was closed at 7:07PM.

Resolution 20-13 – Resolution Approving and Authorizing a General Obligation Snow Plow Lease-Purchase Agreement in the Principal Amount of \$46,865.89 and Providing for the Levy of Taxes to Pay the Same. Motioned By Johnson Seconded By Kelleher

Roll Call: Anthofer – Aye, Cerwinski-Aye, Johnson-Aye, Kelleher-Aye, Shelby – Aye

Mayor Betsinger asked for a motion to approve the consent calendar payment of claims.

Payment of Claims (see claims report): Total claims to be paid: \$23,182.13+\$7,950.63 (Wages)

- a. General Fund: \$21,073.55
- b. Road Use: \$3,649.17
- c. FEMA Fund #301 Lake/Dam - \$1,382
- d. Permanent Funds Library Watson - \$427.10
- e. Permanent Funds Library Berrier - \$91.50
- f. Water: \$2,931.44
- g. Sewer: \$1,578
- h. Total Funds: \$31,132.76

Councilman Anthofer brought up developing a local purchasing policy. The council stated that it doesn't have to be complicated and there are only a few businesses in town that the city uses as vendors and only a few Department Heads who are allowed to purchase goods/services. The council decided to have City Clerk Ott type up a form to give to the Department Heads about purchasing goods/services locally if it is within 10% of the cost of not using a local vendor. Councilman Anthofer also asked the council if vendors who perform services for the city have to be licensed. Mayor Betsinger stated that they do need to be licensed. Alex pointed out a couple of vendors that are used by the city that have expired licenses. Anthofer explained that there is a website that keeps track of all licensed vendors and that the city should use the vendors that are current on their licensing. After Councilman Anthofer raised his questions the Mayor asked for a motion to approve the consent calendar. Johnson Motioned. Cerwinski Seconded. Motion Carried.

Building Permits

Mayor Betsinger asked the council for a motion to approve the building permit for 213 Panama St. Anthofer Motioned. Johnson Seconded. Motion carried.

Special Permits

None

Business of the Mayor

Mayor Betsinger called for a motion to set a public hearing for setting the water and sewer rates for March 2, 2020 and also a public hearing to adopt the FY20/21 Budget for March 16, 2020. The two public hearings have been set.

Mayor Betsinger asked for discussion on posting the open position for the Parks Department. After some discussion on the positing that was presented, the council approved posting the Parks Ground and Maintenance position with the noted changes as soon as possible with a closing date for applicants to have their applications submitted by 5:00PM on March 16, 2020.

Department Reports

City Clerk Ott mentioned that for the Greeley St. project we still have only received 24 surveys; however Nick and or Ryan will be going around door to door to encourage the residence to fill out the survey, so that the city will be eligible to apply for the CDBG grant. If the city is unable to apply for the CDBG grant they will need to look for other funding sources and will probably look at adding a Special Assessment on Property Taxes. We are still 7 surveys short of meeting the minimum required number for applying for the CBBG grant. INRCOG has stated that they would like to have these surveys by Mid-February, so we are very short on time. City Clerk Ott also discussed that Val Johnson Chamber of Commerce President and himself will be submitting the Derelict Building Grant application on Tuesday the 18<sup>th</sup>; however one of the stipulations of the grant is that at least 30% of the materials need to be diverted from the landfill. The issue was that the places that have been contacted for taking the materials are not able to do so currently, so the city would need to agree to store the materials until one of the vendors was able to take it. The council agreed that they could find a location to temporarily store the materials. A budget meeting was scheduled for February 24<sup>th</sup> at 5:30PM to finalize the budget. City Clerk Ott also asked for permission to attend the IMFOA conference on April 15-17, 2020 the cost for the conference is \$125. Alex Motioned. Cerwinski Seconded. Motion Carried. Councilman Anthofer asked the council about setting an ordinance that non-profit organizations would not be allowed to own city property as it takes away from the tax roll of the city. There are a lot of other communities that do this and it isn't to detract from non-profits coming to Nashua because they are very much needed; however the property in which they operate would have to be owned by a private person/entity and the organization could rent the facility from them. There was no decision made to move forward with Anthofer's suggestion. Councilman Kelleher wanted to thank Rod and Lynn Silber for donating the charcoal grills. Councilman Johnson brought up that the 1<sup>st</sup> Responders would like to purchase a laptop. He stated that it doesn't need to be anything too fancy they just need it to access the internet and for general use. City Clerk Ott stated if they didn't mind a used computer that he could donate one of his. Johnson thought having a used computer would be fine.

Nick Henningsen presented his monthly report. He talked about the different projects they completed throughout the month, but the main thing that he wanted to focus on was the water loss. The amount billed by the city vs. the amount that is pumped has a waste factor over 40%, the city has been researching this issue for the past several months to find out what is causing this issue; however no solution has been reached. He stated that the water loss for a city of our size should be around 10-15%.

Action/Discussion

The council discussed implementing a return to work policy that was recommended by ICAP (insurance carrier). City Clerk Ott had brought in a template of a Return to Work Policy. Anthofer Motioned to approve the RTW policy and Cerwinski Seconded. Motion Carried.

The council discussed adding a storm water utility fee. After several weeks of discussion the council has decided to move forward with adding a storm water utility fee.

They set a public hearing for March 2, 2020.

There was also discussion for the 2020 fireworks. The council decided on June 27, 20220 for the date, they would like to have the fireworks on the lake as that seems to work pretty well, they also set a budget of \$7,500. .

Library Director Heather Hackman reviewed her monthly report and stated that the Library Board approved making the Library Director a full time position. The council was in support of the Library Board's decision. The full time position will become effective July 1, 2020.

The council approved trading in our current 72" mower and replacing it with another 72" mower. They were originally going to go with a 60" mower, but the cost difference between the 60" and the 72" was only \$100, so they elected to get the larger mower. The council decided to participate in the Keep Iowa Beautiful initiative and City Clerk will register for the available supplies through the program.

Jackie Hoggins presented on the Destination Small Town initiative where a small group of dedicated volunteers are trying to get HGTV to come into Nashua and help redo our downtown in a Hometown Makeover. The goal that they have set is to make Nashua a Hometown Wedding Destination. She emphasized the many locations that we have available for wedding destinations including the churches, parks, fair grounds, country club, boat club and Welcome Center (16in all). Nashua is most noted for its historic Little Brown Church and they would like to utilize that notability to key in on some of our other great places. Ideally they would like to see a Wedding Chapel and Gazebo on Main St. to enhance pedestrian friendly seating area. They would also like to promote current businesses that address wedding needs and potentially develop new opportunities. Jackie pointed out that Nashua is lucky to have a resident connected with the HGTV show filmed in Laurel, Mississippi. She stated that they are looking from input and recommendations from the city council.

Pending Approval by City Council  
John Ott  
City Clerk

CLAIMS REPORT (February 4-17, 2020)

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
U.S. POST OFFICE	WATER/SEWER/GARB/REC-FEB '20	\$194.46	43637	2/4/2020
BADGER METER	WATER-METER SERVICES JAN 2020	\$622.11	43638	2/17/2020
BAKER & TAYLOR	LIB-WATSON ENDOWMENT	\$246.48	43639	2/17/2020
BENDICKSON, BRITANY	WC-CRAFTER COMMISSION JAN '20	\$3.75	43640	2/17/2020
DON BOSS	WC-CRAFTER COMMISSION JAN '20	\$44.24	43641	2/17/2020
BUTLER-BREMER COMMUNICATIONS	WELL-INTERNET	\$45.62	43642	2/17/2020
CALICO MEADOW SOAP LLC	WC-CRAFTER COMMISSION JAN '20	\$3.75	43643	2/17/2020
CENTER POINT LARGE PRINT		\$59.60	43644	2/17/2020
CENTURYLINK	PHONE EXPENSES	\$602.90	43645	2/17/2020
CITY OF NASHUA	CH-PETTY CASH	\$36.36	43646	2/17/2020
JAN CLEMENT	WC-CRAFTER COMMISSION JAN '20	\$36.00	43647	2/17/2020
DEMCO	LIB-OFF SUPP/BERRIER CHILDREN	\$319.29	43648	2/17/2020
DEMRO ELECTRIC	WATER - REPLACE METER SOCKET	\$754.88	43649	2/17/2020
NANCY DEMRO	WC-CRAFTER COMMISSION JAN '20	\$3.38	43650	2/17/2020
SHEILA DEVEREAUX	WC-CRAFTER COMMISSION JAN '20	\$4.88	43651	2/17/2020
DISNEY MOVIE CLUB	LIB-DVD'S	\$26.70	43652	2/17/2020
SHERYL DORMAN	WC-CRAFTER COMMISSION JAN '20	\$44.24	43653	2/17/2020
FIELD & STREAM	LIB - SUBSCRIPT	\$19.97	43654	2/17/2020
FRISKY FOX VINEYARD LLP	WC-CRAFTER COMMISSION JAN '20	\$110.73	43655	2/17/2020
HEATHER M. HACKMAN	LIB-TRAINING	\$22.87	43656	2/17/2020
IIW ENGINEERS & SURVEYORS	DAM-FEMA APRON SCOUR	\$1,382.00	43657	2/17/2020
INGRAM	LIB - WATSON/BERRIER ENDOWMNT	\$283.69	43658	2/17/2020
INRCOG	URBAN REVIT-REHAB GRANT FEES	\$1,922.62	43659	2/17/2020
IOWA MUN FINANCE OFF ASSOC	CH- IMFOA DUES	\$50.00	43660	2/17/2020
JENDRO SANITATION SERVICE	GAB/REC-FEB '20	\$10,475.64	43661	2/17/2020
JESSICA HYDE JTEES	WC-CRAFTER COMMISSION JAN '20	\$15.00	43662	2/17/2020
ANDREA KING	WC-CRAFTER COMMISSION JAN '20	\$9.75	43663	2/17/2020
SHARON LEERHOFF	WC-JAN CRAFTER COMMISSION	\$69.28	43664	2/17/2020
LEROY'S REPAIR	PARKS - OPERATING SUPPLIES	\$24.20	43665	2/17/2020
MAAS, ROBERTA C.	WC-JAN CRAFER COMMISSION	\$29.14	43666	2/17/2020
MERCY MEDICAL CENTER-NH	PARKS - DRUG SCREEN	\$30.00	43667	2/17/2020
NASHUA PLUMBING & HEATING	LIB-FIX STOOL	\$51.46	43668	2/17/2020
NASHUA PUBLIC LIBRARY	LIB-PETTY CASH	\$71.66	43669	2/17/2020
NEW HAMPTON TRIBUNE NASHUA	CH-LEGAL PUBLICATIONS	\$730.91	43670	2/17/2020
POPULAR MECHANICS	LIB-SUBSCRIPT	\$21.37	43671	2/17/2020
DARLENE RICKART	WC-CRAFTER COMMISSION JAN '20	\$15.00	43672	2/17/2020
ROEDER POWDER COAT & MACHINE	WC-CRAFTER COMMISSIN JAN '20	\$3.75	43673	2/17/2020
SANDY'S STICHES	WC-CRAFTER COMMISSION	\$15.00	43674	2/17/2020
DANIELLE SCHELL	WC-CRAFTER COMMISSION JAN '20	\$2.25	43675	2/17/2020
NANCY SCHERER	WC-JAN CRAFTER COMMISSION	\$12.00	43676	2/17/2020
SENNER, ANN L	WC-CRAFTER COMMISSION JAN '20	\$50.58	43677	2/17/2020
TERESA STAUDT	WC-CRAFTER COMMISSION JAN '20	\$9.00	43678	2/17/2020
TASTE OF HOME	LIB-WATSON ENDOWMENT	\$34.98	43679	2/17/2020

GLADICE TIDEMANSON	WC-CRAFTER COMMISSION JAN '20	\$12.75	43680	2/17/2020
U.S. POST OFFICE	WATER/SEWER-MAILING PERMIT FEE	\$240.00	43681	2/17/2020
ZWEIBOHMER SHELLEY	WC-CRAFTER COMMISSION JAN '20	\$5.96	43682	2/17/2020
UNITYPOINT CLINIC-OCC. MED.	PARKS - DRUG TEST	\$45.00	43683	2/17/2020
VERIZON	PD-CELL/INTERNET	\$218.56	43684	2/17/2020
WEX BANK	CITY FUEL EXPENSES	\$1,433.30	43685	2/17/2020
WORDES CYNTHIA A	WC-CRAFTER COMMISSION JAN '20	\$51.75	43686	2/17/2020
IRS - USA TAX PAYMENT	FED/FICA TAX	\$2,270.32	18213179	2/7/2020
TREASURER STATE OF IOWA	STATE TAX	\$393.00	18213180	2/7/2020
Accounts Payable Total		\$23,182.13		
Payroll Checks		\$7,950.63		
***** REPORT TOTAL *****		\$31,132.76		
GENERAL FUND		\$21,073.55		
ROAD USE		\$3,649.17		
FEMA FUND #301 LAKE/DAM		\$1,382.00		
PERM FUNDS-LIB WATSON		\$427.10		
PERM FUNDS-LIBRARY-BERRIE		\$91.50		
WATER		\$2,931.44		
SEWER		\$1,578.00		
TOTAL FUNDS		\$31,132.76		