

City of Nashua

CITY COUNCIL MINUTES

City Council Chambers, City Hall

The Nashua City Council met in regular session on April 17, 2023, in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Jake Johnson, Samantha Johnson, Hal Kelleher, Tim Malven and Ernie Willsher. City employee(s) City Clerk John Ott, Deputy Clerk Lisa Berends, Nick Henningsen Water/Waterwater Superintendent, City Attorney David Skilton, Chad Mcleary from ION Environmental Solutions were present along with 11 guests.

Mayor Anthofer asked for consideration approving the revised regular agenda moving Action/Discussion Ion Environmental Solutions service agreement to after citizen comments. Willsher/M, J. Johnson/S, M/C. RC: all ayes.

Mayor Anthofer called for a motion to approve the consent agenda: Minutes from the Regular Council Meeting April 3, 2023, Liquor license renewal Caseys,. Consent Calendar Payment of Claims (March 31-April 13, 2023), Payment of Claims (see claims report): Total Claims to be Paid \$33,164.17+\$7,731.47 (Wages). Building Permit 617 Lexington was removed from the consent calendar and placed on the regular agenda J. Johnson/M, Malven/S. M/C. RC: all ayes to approve the amended consent calendar.

Mayor Anthofer asked for public comments. There were none.

Chad Mcleary answered council questions about the ION Environmental Solutions contract which had been revised per Attorney Skilton. After reviewing the contract, Malven/M, Willsher/S, M/C. RC all ayes to approve the contract.

A resident had concerns about their driveway being repaired due to a leak that happened last November. After discussion, J. Johnson stated the that the area that needs repair should be compacted, area around the repair area to be reseeded and the cut should be across the entire length of the driveway in order to fix the driveway correctly. He asked the resident if a date of June 15th would be workable depending on the weather. The resident agreed to the date. City Clerk Ott will visit with Street Superintendent Dan Zwanziger about the details. The council also recommended to contact the resident a day ahead of the repair in order for them to be able to move their vehicles out of the way.

Mayor Anthofer called for a motion to approve the following resolution: 23-23 Resolution Approving FY’24 Transfers. S. Johnson/M, Malven/S, M/C. RC: All ayes.

Mayor Anthofer called for a motion to open a public hearing on the 1st reading amending the Code of Ordinances Ordinance #349 for Meter Fees. S. Johnson/M, Kelleher/S, M/C. RC: all ayes. The public hearing was opened at 7:13PM. After discussion, S. Johnson/M, Willsher/S, M/C. RC: all ayes to close the public hearing. The public hearing was closed at 7:13PM. Malven/M, S. Johnson/S, M/C to adopt ordinance #349. RC: all ayes. J. Johnson/M, Malven/S, M/C to set a 2nd reading for May 1, 2023. RC: all ayes.

Mayor Anthofer called for a motion to approve the following resolutions: 23-24 Resolution Setting Date for Proposal to Enter into a General Obligation Loan Agreement and to Borrow Money Thereunder. Malven/M, Willsher/S, M/C. RC: all ayes. 23-25 Resolution to Approve Abe Karels as a Volunteer Fire Fighter. M/Willsher, S/S. Johnson, M/C. RC: all ayes.

Mayor Anthofer asked for a motion to approve the following permit: 617 Lexington – J. Johnson motioned to approve the permit, but to change it from a demolition/excavation permit to a building permit and refund the resident the difference. Malven/S, M/C. RC: all ayes.

City Clerk Ott informed the council that March bank reconciliation had been completed and were available for council review. He reviewed the March financial reports. He talked about the follow up with Gregory Davis from the EPA for the Downtown Technical Assistance program. The draft report should be available in a couple of months. City Clerk Ott informed the council that he signed the city up for the Iowa Public Works which is a free resource that the county has had available for many years and the cities can now join as well. Val Johnson presented a follow up to the Iowa Rural Summit Conference that the council supported and approved the City Clerk and 5 Chamber members to attend. Val talked about some of the best practices and ideas presented at the Summit.

City Council:

S. Johnson talked about Coffee with the Council. She stated that if they are going to continue to do it she will post it on Facebook. Malven gave a shout out to the Streets Department for their efforts in getting some patch work done. Kelleher mentioned that depending on the weather the campground may be open as soon as April 20th. He also said that the Park Board is going to be having a clean up day with more information to follow. He also wanted to let the council know that the bandshell has been mapped out if anyone wants to take a look at where it will be.

Nick Henningsen Water/Wastewater Superintendent informed the council about some repair issues at well #5 and informed them that they may need to contact an engineer. He noted that depending on the weather they may turn the water on at the campground this week. He wanted to thank Dan and Zade for their help with the clarifier and reed beds. Nick also informed the council that April 28th will be his last day in Nashua. Matt White will be taking over after the 28th.

Heather Hackman gave her monthly library report to the council.

Discussion/Action

The council discussed the cessation of a work order building permit for 330 Lakeshore Dr. Attorney Skilton stated that his advice to the Mayor was to revoke the permit due to an objection. He stated that the permit that he saw didn’t include the Quonset hut construction. He stated that in the past if there was a problem with construction, they review the code and the policy of the city was if it has to do with easements, right of way, aesthetics, location, and the vision for that area. He stated that they revoked the permit and so they go back to what it should have been which is a special permit. He said that he knows of 3 or 4 times that the person has talked to their neighbors and the neighbors stated it was fine whether it be a pole building, etc. but the neighbors were involved prior to the construction. Attorney Skilton’s recommendation were to follow the special permit process in Chapter 155. Part of that permit process involves contacting your neighbors within 300’ and it has to be consistent with construction in the neighborhood, so you don’t have a utility building at the end of residential construction. Part of the process is determining if it does/doesn’t devalue the properties or cause a problem with the neighbors that are already living there. The resident stated that the permit was approved and that he had provided the plans. Attorney Skilton asked if the permit had stated “see attached plans” because the drawing on the permit application did not reflect the plans that the resident stated were submitted with the permit. S. Johnson/M, Willsher/S, M/C to revoke the permit due to improper location. RC: all ayes. Attorney Skilton will work with City Clerk Ott on submitting a special permit and Attorney Skilton recommended not charging a fee for the special permit.

The council discussed creating a new maintenance/public works position. The council will need to create a job title, description and qualifications. Malven/M and S. Johnson/S, M/C to set a workshop for Wednesday April 26th at 6:00PM. RC: all ayes.

J. Johnson/M, S. Johnson/S, M/C to consider the waiver of charges for water and sewer for 202 Douglas Ave. The motion was to approve the payment of \$241.41 as payment in full and to not count the waiver towards future relief because of the circumstances. RC: all ayes.

The council discussed the property at 34 Charles City Road. City Clerk Ott will work with Attorney Skilton on what would be the best path forward for this property.

J. Johnson/M, Malven/S, M/C to approve doing an upstream inspection for an approximate cost of \$6,280 while the divers are here doing the downstream dive. RC: all ayes.

Other Business:

The March ’23 Incident Report from the Fire Department was reviewed by the council and City Clerk Ott informed the council that the city received notice that there will be a permanent closure of underground storage tank for Kwik Star.

There was no other business. S. Johnson motioned to adjourn. J. Johnson/S, M/C. RC: all ayes. The meeting adjourned at 9:12PM.

Pending Approval by Council
John Ott

CLAIMS REPORT (March 31-April 13, 2023)		
VENDOR	REFERENCE	AMOUNT
LINCOLN SAVINGS BANK	HSA	\$1,700.00
U.S. POST OFFICE	WTR/SWR/GAR/REC-APRIL'23 PARKS-STUMP GRINDER & 28 TEETH	\$222.77
BDS EQUIPMENT BUTLER-BREMER COMMUNICATIONS	PHONE EXP APRIL 23	\$5,735.00
ELECTRONIC SPECIALTIES INC	AMB-RADIO INSTALL	\$298.42
FIVE STAR COOPERATIVE KATRINA'S HELPFUL HOUSE CLEANI	STREET-10 GAL KEROSENE	\$468.95
LEROY'S REPAIR	WC-CLEANING MAR'23	\$49.90
MARTIN'S FLAG COMPANY LLC	PARKS-1 GAL MIX	\$906.00
RAPID PRINTERS	WC-PARKS-FLAGS CH-COUNCIL MEMBER NAME PLATE	\$37.50
RILEY'S INC.	CH-COPY FEES MAR'23 AMB-MAR/APR'23 MED DIR	\$500.16
ZENDA VIKTUREK BLUE LILY CREATIONS BY CANDIDA	STIPEN WC-CRAFTER COMMISSION MAR'23	\$20.00
		\$165.98
		\$300.00
		\$51.94

DON BOSS	WC-CRAFTER COMMISSION MAR'23	\$28.67
BUCKNELL, SHERRY	WC-CRAFTER COMMISSION MAR'23	\$5.25
CALICO MEADOW SOAP LLC	WC-CRAFTER COMMISSION MAR'23	\$15.00
KAREN CARR	WC-CRAFTER COMMISSION FEB'23	\$30.00
JAN CLEMENT	WC-CRAFTER COMMISSION MAR'23	\$95.25
DEBBIE L FINNEGAN	WC-CRAFTER COMMISSION FEB'23	\$15.75
DEUTH, BRENDA	WC-CRAFTER COMMISSION MAR'23	\$66.00
SHERYL DORMAN	WC-CRAFTER COMMISSION MAR'23	\$46.75
FRISKY FOX VINEYARD LLP	WC-CRAFTER COMMISSION MAR'23	\$31.12
KATHLEEN HENRY	WC-CRAFTER COMMISSION JAN'23	\$37.50
JENISON, KIM	WC-CRAFTER COMMISSION FEB	\$21.00
ANDREA KING	WC-CRAFTER COMMISSION MAR'23	\$21.00
LA PETITE BOUTIQUE	WC-CRAFTER COMMISSION MAR'23	\$37.50
LAVENDER AND LEMON	WC-CRAFTER COMMISSION FEB'23	\$6.75
SHARON LEERHOFF	WC-CRAFTER COMMISSION MAR'23	\$96.05
LINDA LENZ	WC-CRAFTER COMMISSION JAN'23	\$31.50
MAAS, ROBERTA C.	WC-CRAFTER COMMISSION MAR'23	\$33.60
MARYLEE MEHMEN	WC-CRAFTER COMMISSION FEB'23	\$31.88
OLD BRADFORD PIONEER VILLAGE	WC-CRAFTER COMMISSION FEB'23	\$8.25
JANET PETEFISH	WC-CRAFTER COMMISSION JAN'23	\$57.00
ROEDER POWDER COAT & MACHINE	WC-CRAFTER COMMISSION MAR'23	\$26.40
DANIELLE SCHELL	WC-CRAFTER COMMISSION MAR'23	\$28.50
NANCY SCHERER	WC-CRAFTER COMMISSION MAR'23	\$81.18
SANDY'S STICHES	WC-CRAFTER COMMISSION MAR'23	\$20.25
SENNER, ANN L	WC-CRAFTER COMMISSION MAR'23	\$114.75
SLADEK, CATHERINE	WC-CRAFTER COMMISSION MAR'23	\$63.94
SNELLING, MARLENE	WC-CRAFTER COMMISSION MAR'23	\$13.50
TERESA STAUDT	WC-CRAFTER COMMISSION MAR'23	\$40.50
LISA STEINLAGE	WC-CRAFTER COMMISSION MAR'23	\$28.13
SHIRLEY STEVENSON	WC-CRAFTER COMMISSION MAR'23	\$55.13
STUDIO STILES	WC-CRAFTER COMMISSION JAN'23	\$42.75
CURTIS SWINTON	WC-CRAFTER COMMISSION MAR'23	\$41.25
SANDRA VANCE	WC-CRAFTER COMMISSION FEB'23	\$7.50
WEINBERG, THERESA	WC-CRAFTER COMMISSION FEB'23	\$54.40
WORDES CYNTHIA A	WC-CRAFTER COMMISSION MAR'23	\$282.40
BOCKHAUS PLUMBING & HEATING	WA-WELL CL PUMP	\$184.57
MARC	PARKS-WEED PREP/SUPPLIES SE-JET	\$896.41
MUNICIPAL PIPE TOOL CO.	HOWARD/GREELEY/DAWN/DIX	\$1,844.50
NEW HAMPTON TRIBUNE	CH-LEGAL PUB MAR'23/PARKS-	
NASHUA	ADV	\$699.00
S & T COLLISION	PARKS-OIL/ WASHER FLUID	\$51.93
SENNER, ANN L	WC-SUPPLIES REIMBURSE	\$54.45
SHUTTLEWORTH & INGERSOL	WAST WATER-EPA CONSENT ORDER	\$3,085.00
WEX BANK	CITY FUEL EXPENSES	\$1,059.58
BAKER & TAYLOR	LIB-BOOKS	\$128.77
BOOK LOOK	LIB-BOOKS	\$543.66
BUTLER-BREMER		
COMMUNICATIONS	LIB-PHONE EXP APR'23	\$37.87
CENTER POINT LARGE PRINT	LIB-BOOKS	\$45.74
DISCOUNT SCHOOL SUPPLIES	LIB-OTHER MATERIALS	\$107.04
DISNEY MOVIE CLUB	LIB-DVD/CD	\$174.50
GORDON FLESCH COMPANY INC		
GFC	LIB-OFFICE SUPPLIES	\$551.00
HEATHER M. HACKMAN	LIB-TRAINING/TRAVEL/MEAL	\$166.41
IND/DEM WAVERLY PAPER	LIB-PAPER SUBSCRIPTION 1 YEAR	\$80.00
INGRAM	LIB-BOOKS/DVD/OTHER MATERIALS	\$766.51
NASHUA PUBLIC LIBRARY	LIB-PETTY CASH/POSTAGE	\$84.31
RAPID PRINTERS	LIB-OFFICE SUPPLIES	\$92.58
SCHUETH ACE HARDWARE	LIB-PAINT SUPPLIES	\$30.97

FIVE STAR COOPERATIVE	SWR-GENERATOR FUEL PUMP	\$340.70
WEX BANK	CITY FUEL EXPENSES	\$1,117.07
IPERS	REGULAR IPERS	\$4,765.34
IRS - USA TAX PAYMENT	FED/FICA TAX	\$2,241.98
TREASURER STATE OF IOWA	STATE TAX	\$336.20
IOWA DEPARTMENT OF REVENUE	WC-Q1 SALES TAX MAR'23	\$116.35
IOWA DEPARTMENT OF REVENUE	WATER-Q1 MAR'23 WET TAX	\$1,142.31
IOWA DEPARTMENT OF REVENUE	SEWER-FEB'23 Q1 SALES TAX	\$305.40
CSG FORTE PAYMENTS	WTR/SWR-ACH BANK FEES MAR'23	\$41.00
Accounts Payable Total		\$33,164.17
Payroll Checks		\$7,731.47
***** REPORT TOTAL *****		\$40,895.64
GENERAL FUND		\$22,451.43
ROAD USE		\$5,448.01
ARPA Funds Covid 19		\$468.95
WATER		\$4,461.08
SEWER		\$8,066.17
TOTAL FUNDS		\$40,895.64