

**CITY OF NASHUA
CITY COUNCIL MEETING
January 18, 2016**

The Nashua City Council met in regular session January 18, 2016 at City Hall at 7:00pm with Mayor Angelina Dietz presiding and Council Members Rolland Cagley, Kyle Lane, Ryan Jung and Brenda Roberts present.

The following department heads were in attendance: City Attorney David Skilton, City Clerk Tabatha Caswell, Library Director Heather Hackman, Fire Chief Tom Johnson, Police Officer Stephen Johnson, Sewer Operator Nick Henningsen and Welcome Center Director Jenifer Hauser; along with 27 visitors.

Motion Cagley, seconded by Jung to approve the agenda. Motion carried unanimously.

Public Comments: Terry Hinrichs indicated the Chamber of Commerce has started. Lynn Hites inquired on the status of the treasurers report. Caleb Winters and Martha Winters approached the Council and asked that any questions regarding the Welcome Center sign be directed to Caleb. Per Martha a Council Member went directly to the sign company and asked to have the sign changed and this could jeopardize Caleb's ability to earn his Eagle Scout status. Caleb is still raising funds for the sign and is in need of approximately \$200. Nick Henningsen inquired about changing from trash bags to trash and recycling containers. Lorene Hirsh inquired about conflicts of interest with Council Members/Mayor and the Chamber of Commerce or other boards. She also inquired on employee relationships and employees being contacted on their holiday off regarding work related items.

Motion Jung, seconded by Lane to approve the Consent Agenda (minutes of January 4, 2016 meeting, bills for January 18th and Clerks Reports for December 2015) (bills attached in a separate file). Motion carried unanimously.

Mark Reinders of MidAmerican Energy spoke with the Council regarding the franchise fee. Postponed until February 15th.

Motion Jung, seconded by Lane to go into closed session per Iowa Code 21.5(1)(c). Motion carried unanimously.

Motion Lane, seconded by Jung to resume in open session. Motion carried unanimously.

Mayor Dietz indicated more information will be available at the next meeting regarding TIF and tax abatement.

Public hearing opened at 7:45pm regarding the sale of Lot 2 of the Brooklyn Industrial Park. No comments were heard.

Public hearing closed at 7:46pm regarding the sale of Lot 2 of the Brooklyn Industrial Park.

The sale of Lot 2 of the Brooklyn Industrial Park will be postponed until the next meeting.

Public hearing opened at 7:48pm regarding the sale of Lot 7 of the Brooklyn Industrial Park. No comments were heard.

Public Hearing closed at 7:49pm regarding the sale of Lot 7 of the Brooklyn Industrial Park.

The sale of Lot 7 of the Brooklyn Industrial Park will be postponed until the next meeting.

City Attorney Skilton spoke about the need to have a warranty on a plow truck if leased and for a third party to give an opinion. Postponed until next meeting.

The Council reviewed the broker opinions received for 623 Madison St and 204 Main St. No action was taken.

Motion Cagley, seconded by Jung to approve the liquor license for the Townhouse. Motion carried unanimously.

Discussion was held regarding the point of sale system for the Welcome Center. Per City Attorney Skilton he needs to review any agreements. No action was taken.

Motion Lane, seconded by Jung to approve the quote from Bockhaus Plumbing & Heating. Motion carried unanimously.

Steve Gustafson approached the Council requesting approval to apply for a grant in the amount of \$8,700 from the Chickasaw County Community Foundation of Northeast Iowa for the purpose of landscaping and improving pedestrian connections.

Motion Jung, seconded by Roberts to authorize Steve Gustafson to apply for the Chickasaw County Community Foundation of Northeast Iowa grant in the amount of \$8,700. Motion carried unanimously.

Department Reports:

City Attorney: working with Fredericksburg for possible law enforcement coverage; need to look at codifying the ordinance book as it has not been done in 10 years; need to review and update the employee handbook.

City Clerk: updated the Council on her role and reminded them to come with questions at any time; asked the Council if she should continue spending her time getting a new website built as she is aware there are a couple of individuals who are not associated with the City or Council currently working on a City website and seem to have most of the content complete; budget meetings will begin the first week of February.

Council Members: Lane asked about water temps and citizens running water; City Clerk Caswell indicated water thermometers are available at City Hall-limit one per household. Cagley asked the City Attorney if it was OK to leave religious items at the Welcome Center; Skilton indicated yes. Roberts asked about the water billing process and Direct Pay process for utility bills; a special meeting will be scheduled to discuss the January water bills. Jung asked to change the time of the next meeting due to the Iowa Caucus. The meeting for February 1st has been changed to February 4th at 7pm.

Library Director Hackman: met with Chickasaw County today regarding funding for the coming fiscal year; currently taking donations for the summer reading program.

Sewer Operator Henningsen: looking at putting a gate in this spring to give easier access at the plant; Blazek fixed the line which collapsed; will be looking for grants for the City.

Motion Cagley, seconded by Roberts to hold a special election to fill the vacant council seat. Motion carried unanimously.

Council Members were assigned to the following boards/commissions: E911 Chickasaw County-Lane; E911 Floyd County-Jung; E911 Bremer County-Roberts; Upper Cedar Watershed Management Improvement Authority-Cagley; Floyd Mitchell Chickasaw County Landfill-Jung.

Council Members were assigned to the following City committees: Public Safety-Lane; Streets, Buildings & Lights-Lane and Cagley; Finance & Grants-Cagley; Water & Sewer-Roberts; Lake/Dam & Parks-Jung & Roberts; Welcome Center & Employee Relations-Jung.

Motion Lane, seconded by Cagley to approve the Consent Agenda for the following building permit:

- a. 322 Main St – roof & side wall repair

Motion carried unanimously.

*Reminders: A special meeting will be held on Wednesday, January 20th at 4:15 to review the January 2016 utility bills. Water thermometers are available at City Hall-one per household.

Motion Cagley, seconded by Jung to adjourn the meeting at 9:29pm. Motion carried unanimously.

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ALLIED MANATTS GROUP LLC	rock	\$ 53.24
BARNETT EXCAVATING & TRUCKING	haul snow	\$ 1,440.00
CASEY'S GENERAL STORES	fuel	\$ 675.80
CASTER, JOSH	reim-paint	\$ 50.25
CASWELL, TABATHA	mileage-office supplies	\$ 50.56
CENTRAL LOCK	DVR	\$ 370.00
CENTURYLINK	utility	\$ 513.21
CHRISTIE DOOR COMPANY	FD-serviced door	\$ 681.00

CITY LAUNDERING CO.	mat cleaning	\$ 48.51
DEMRO ELECTRIC	light bulbs/set up generator	\$ 292.00
DOLLAR GENERAL	supplies	\$ 109.60
FLOYD CO. MEM. HOSPITAL	x-ray	\$ 300.40
GALLS, LLC	evidence tape	\$ 12.25
HAWKINS, INC.	chlorine	\$ 25.00
HEUER, KARMELLA	vendor payment	\$ 24.00
HIRSCH, LORENE	water deposit refund	\$ 3.10
IOWA KEEPSAKES BY SHERYL, LLC	office supplies/display	\$ 55.00
JOHN DEERE FINANCIAL	tools	\$ 90.73
KEYSTONE LABORATORIES	water analysis	\$ 50.00
KWIK STAR	fuel	\$ 732.45
LEE, KEITH H.	hand cleaner	\$ 101.55
MARVIN, TRAVIS	training/meal/lodging reimb	\$ 296.20
METLIFE	std/life/ad&d	\$ 145.96
MURPHY, SMITH & CO PLLC	conf for treasurers report	\$ 336.75
NASHUA PLUMBING & HEATING	shop supplies	\$ 56.85
NEW HAMPTON TRIBUNE NASHUA	publications/advertisement	\$ 241.81
PEOPLESERVICE	wastewater monthly service	\$10,115.00
PRICHARD LAW OFFICE PC	legal services	\$ 285.50
RADIOLOGY CONSULTANTS OF IOWA	Lane-x-ray	\$ 39.00
RILEY'S INC.	plate/copy fee	\$ 73.04
RIVER BEND ENTERPRISES	hauling snow	\$ 548.27
S & T COLLISION	healdlamp for sedan	\$ 134.22
SUPERIOR LAMP INC.	light bulbs	\$ 31.91
US POST OFFICE	utility billing postage/stamps	\$ 568.78
VERIZON	mobile data	\$ 80.04
WALMART	office/vending supplies	\$ 445.04
WILKEN, CALEB	reim training Module C	\$ 85.00
DELTA DENTAL	premium	\$ 157.36
EMPLOYEES	payroll	\$11,773.74
ICSRU	garnishment	\$ 824.85
IOWA DEPARTMENT OF REVENUE	4th quarter sales tax	\$ 3,472.00
IRS	federal w/holdings	\$ 4,336.74
WELLMARK	health insurance	\$ 9,168.80
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		\$48,895.51

LIBRARY EXPENSES

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ADVANCED SYSTEMS	Lib-photo copier exp	168.00
BAKER & TAYLOR	Lib-books/dvd's	80.93
BIBLIONIX	Lib-library equipment	2,000.00
CENTER POINT LARGE PRINT	Lib-books/dvd's	44.25
CENTURYLINK	Lib-utilities	55.60
CHARLES CITY PRESS	Lib-subscriptions	131.00
CONSUMER REPORTS	Lib-subscriptions	26.00
DEMRO ELECTRIC	Lib-building & misc repairs	50.00
FARONICS TECHNOLOGIES USA	Lib-technology supplies	15.00
FIVE STAR COOPERATIVE	Lib-grit for sidewalk/entry	6.99

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
HACKMAN, HEATHER M.	Lib-training & education	14.19
INGRAM	Lib-books/dvd's	241.54
NASHUA PUBLIC LIBRARY	Lib-petty cash/postage	23.12
POPULAR SCIENCE	Lib-subscriptions	14.97
TOTAL LIBRARY EXPENSES:		<u>\$ 2,871.59</u>

**TOTAL EXPENSES FOR JANUARY 18,
2016:**

\$51,767.10

Attest: Tabatha Caswell
City Clerk

Angelina Dietz
Mayor