**City of Nashua**

**CITY COUNCIL MINUTES**

**City Council Chambers, City Hall**

The Nashua City Council met in regular session on June 21, 2021 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 Cerwinske, Thomas Johnson, and Hal Kelleher. Ashley Ludemann was newly appointed to the council (Resolution 21-40) and took her council seat after being sworn in. City employee(s) City Clerk John Ott was present. Nick Henningsen Water/Waste Water Superintendent was present along with Rose Phillips from INRCOG and 11 guests. Mayor Betsinger asked for consideration approving the agenda. Cerwinske/M, Johnson/S, M/C. Mayor Betsinger asked if there were any public comments. A citizen inquired about getting another police officer as the amount of criminal and mischievous activity has been increasing with summer. The Mayor said that we have a Police Chief, but he is currently on leave.

Mayor Betsinger called for a motion to open the public hearing for Status of Funded Activities for CDBG Owner/Occupied Rehabilitation Grant. Kelleher/M, Anthofer/S, M/C. The public hearing for the Housing Rehabilitation Program Status of Funds was opened at 7:01 p.m. on Monday, June 21, 2021. There were 11 residents present at the hearing. The purpose of the hearing is to discuss the status of funds for the Owner-Occupied Housing Rehabilitation Program. This project is being funded through a Community Development Block Grant provided by the Iowa Economic Development Authority (IEDA) under contract #18-HSG-018. At the time IEDA awarded the grant to the City, a total budget of $242,994, including $237,994 in CDBG funding and $5,000 in local matching funds, was made available to rehabilitate up to six (6) homes in a 16-block target area bordered by Lexington Avenue, Greeley Street, Wentling Street, and Jay Street. To be considered feasible, each proposed home rehabilitation is required to bring the home up to IEDA’s Housing Quality Standards within the per-home budget of $24,999 for hard costs and an additional $6,000 for lead hazard reduction. The total project budget has not changed since the contract was awarded, but a project amendment approved by IEDA on 4/28/2021 expands the project target area to the entire City, and allows the City to rehabilitate one (1) additional home with unused project funds if time allows, for a maximum of seven (7) homes assisted. Another contract amendment, approved by IEDA on 3/21/2021, extends the contract end date from August 31, 2021 to December 31, 2021. IEDA granted this extension because the project has experienced delays related to the COVID-19 pandemic and the August 2020 derecho’s impact on eastern Iowa contractors.

To date, three (3) homes have been rehabilitated, two (2) home rehabilitation projects are underway, one (1) proposed rehabilitation project is being evaluated for feasibility, and an initial inspection is pending for one (1) home to determine the rehabilitation scope of work, for a total of seven (7) income-qualified households. Of the four (4) households that were pre-approved for assistance by 5/4/2018, when the City submitted the CDBG grant application to IEDA, two (2) households had projects that were infeasible since they exceeded the per-unit budget, and one (1) household withdrew from the program during the bidding process for their home. A rehabilitation project has been completed for the one (1) remaining pre-approved household. In September 2019, the City sent applications to owner-occupied properties in the initial target area, resulting in five (5) new households being approved for assistance, which are included in the seven (7) income-qualified households referenced above. In May 2021, the City posted notices on its website and Facebook page notifying residents that CDBG rehabilitation funding was available citywide, prompting several interested homeowners to submit applications. The first one (1) of these households to submit an application in 2021 is included in the seven (7) income-qualified households referenced above. As of 3/31/2021, for the three (3) completed projects, the City has paid $63,846.00 and $11,110.00 to contractors for rehabilitation hard costs and lead hazard reduction costs, respectively. The City has paid a total of $27,228.91 to the Iowa Northland Regional Council of Governments (INRCOG), including $10,735.87 for general administration, $11,238.10 for technical services administration, and $5,254.94 for lead hazard and radon carrying costs, which include but are not limited to visual risk assessments, preparation of required notifications and reports, paint testing and risk assessment, and associated travel expenses. Additional costs paid by the City include $365.75 in postage for a fair housing mailing and $299.78 in publication costs. In total, the City expended $102,850.44 through 3/31/2021. To date, the City has drawn $71,217.00 from the CDBG grant to reimburse program expenses.The two (2) above-mentioned projects underway are expected to be completed later in summer 2021. The two (2) remaining projects, including one under evaluation for feasibility and one pending initial inspection, will be advertised for bidding as soon as possible if approved by IEDA. The City’s ability to complete these projects by the grant end date depends on receiving bids from responsible and responsive contractors who are able to start work quickly. Any questions or concerns about the program may be directed to Rose Phillips at INRCOG, 229 E. Park Avenue, Waterloo, IA 50703, phone (319) 235-0311, email [rphillips@inrcog.org](mailto:rphillips@inrcog.org). Public comments were noted. One public comment was received from INRCOG. No other public comments were received. The hearing closed at 7:18 p.m with a motion by Anthofer and a second by Cerwinske. Roll Call: All Ayes (Anthofer, Cerwinske, Johnson, Kelleher).

Mayor Betsinger asked for a motion to approve the following resolutions: 21-38 – Resolution to accept resignation of Park Board Member Beth Henningsen. Cerwinske/M, Johnson/S, M/C. Roll Call: All Ayes (Anthofer, Cerwinske, Johnson, Kelleher).

Resolution 21-39 transfer of city owned property 4.17 acres on Mill St. Cerwinske/M, Johnson/S, M/C. Roll Call: 3 – Ayes (Cerwinske, Johnson and Kelleher) and 1 Nay (Anthofer). 21-40 Appoint City Council Member. Cerwinske motioned to appoint Ashley Ludemann. Anthofer seconded. M/C. Roll Call: 3 Ayes (Anthofer, Cerwinske, Kelleher) and 1 Nay (Johnson). After appointment by the council Ashley Ludemann was sworn in by City Clerk Ott.

Mayor Betsinger called for a motion to approve the Council Minutes from June 7th. Anthofer/M, Cerwinske/S, M/C.

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: $33,131.22+$5,742.80 (Wages)

General Fund: $30,166.83

Lake/Dam: $1,384.20

Urban Revit: $1,569.80

Road Use: $1.797.03

Water: $2,386.08

Sewer: $1,570.08

Total Funds: $38,874.02

Cerwinske/M, Anthofer/S, M/C.

Mayor Betsinger called for a motion to approve the following permits:

Flood Plain Permit-137 Lakeshore Dr. Anthofer motioned approving the flood plain permit pending approval from the DNR, Cerwinske seconded. M/C. Building Permits – 424 Cedar St., 509 Main St., 123 Wentling St., 223 Lexington, and 501 Main St., Johnson/M, Anthofer/S, M/C to pass all building permits.

Business of the Mayor: The Mayor discussed the importance of Railway Safety and proclaimed the week of September 20-26, 2021 National Rail Safety Week.

City Clerk Ott informed the council that the Sheriff’s addendum to the 28E Agreement for adding extra hours due to the leave of absence by Police Chief Iriarte ends on June 30th and asked the council to think about whether they would like to renew the contract until the return of the Police Chief. The council will discuss and take possible action at the next council meeting. City Clerk Ott informed the council that the city had received a small grant of $1,000 from ICAP for safety. He also informed the council that he has submitted the city’s request for funding for the American Rescue Plan. City Clerk also informed the council that May bank reconciliation has been completed and the council can view it with claims and gave a reminder that the next council meeting will be held on Tuesday July 6th.

Council Members

Johnson stated that with the 4th of July he wanted to remind everyone to be safe and responsible. He also said that the Nashua Fire Association will be hosting a UTV ride on July 17th.

Department Reports

Nick Henningsen Water/Waste Water gave his monthly report and reviewed some of the issues that need to be addressed per the EPA. He also stated that he along with city representatives will be meeting with the EPA to review information and determine what is needed to satisfy EPA requirements per the letter they sent to the city. He stated he has submitted all work orders showing that work that has been completed along with the supporting documents. He is awaiting response from EPA on when the meeting will be scheduled.

Park Board member Hal Kelleher mentioned that the Park Board has established an on-call list and each Park Board member takes turns being on call to answer questions, visit the park, etc. and this has been working pretty well. Heather Hackman Library Director put together her monthly report for the council as well.

The council had brief discussion about putting a Capital Reserve Fund Levy on the ballot for the next election. This would allow the city to be able to levy a tax for capital improvements in the city up to $.675/$1,000 of valuation. The main thing that they have discussed is downtown Main St. and using the money to tear down the dilapidated buildings on Main St. The levy would have to be passed by a vote of the citizens. This is a much needed project for the city, but unfortunately the city does not have the funds to address it without support from the citizens through a levy. No decisions have been made and it will be on the agenda for the next council meeting Tuesday, July 6th. Council member Anthofer motioned to put discussion on the Peddler’s Permit/Transient Merchant Ordinance on the next agenda since the amendments to the ordinance died the last time it was put to a motion. Cerwinske seconded. M/C. Roll Call All Ayes (5).

The council discussed putting up 20 MPH speed limit signs along Schluter Addition. The city will talk to Dan Zwanziger Street Supervisor before any decisions are made.

The council reviewed a draft lease agreement for leasing the Boy Scout Cabin owned by the city to the Boy Scouts, but there were several amendments that the council would like to see prior to agreeing to the lease.

Other business:

City Clerk Ott stated that the Intended Use Plan (IUP) Drinking Water and Clean Water for SRF (State Revolving Fund) for the Greeley St. project has been submitted.

There was no other business. Cerwinske motioned to adjourn. Anthofer seconded. Meeting adjourned 8:13PM.

Pending Approval by City Council

John Ott City Clerk

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| CLAIMS REPORT (June 8-21, 2021) |  |  |
| VENDOR | REFERENCE | AMOUNT |
| BAKER & TAYLOR | LIB - BOOKS | $223.92 |
| BOOK LOOK | LIB - BOOKS | $492.71 |
| BUTLER-BREMER COMMUNICATIONS | LIB-PHONE EXP MAY 2021 | $40.77 |
| CENTER POINT LARGE PRINT | LIB - BOOKS | $46.48 |
| DISNEY MOVIE CLUB | LIB-DVD'S | $30.97 |
| GUILDCRAFT | LIB-PROGRAM SUPPLIES | $290.66 |
| H & R LAWNCARE LLC | LIB-FERTILIZER | $40.00 |
| HEATHER M. HACKMAN | LIB-MILEAGE REIMBURSE | $30.69 |
| INGRAM | LIB - BOOKS | $406.10 |
| MEREDITH BOOKS | LIB-BOOKS | $33.91 |
| NASHUA PUBLIC LIBRARY | LIB-PETTY CASH | $6.56 |
| SOUTHERN LIVING | LIB-BOOKS | $37.91 |
| CENTURYLINK | STREETS - FINAL STATEMENT | $11.00 |
| CHICKASAW COUNTY SHERIFF OFFIC | PD-ADD HOURS MAY 28E AGREEMENT | $4,369.60 |
| CRONIN, SKILTON, SKILTON | CH-ATTORNEY FEES Q2 2021 | $825.50 |
| IOWA DEPARTMENT OF PUBLIC SAFE | PD-IA ONLINE WARRANT SYS FY'21 | $1,200.00 |
| IOWA LEAGUE OF CITIES | CH-ANNUAL DUES FY'21-22 | $1,189.00 |
| MURPHY, COE, AND SMITH | CH-TREASURER APRIL 2021 | $150.00 |
| RIVER BEND ENTERPRISES | PARKS - ROCK AND SAND | $695.04 |
| SANDRY FIRE SUPPLY, L.L.C | FD-1/2C-1/2R-CLOTHING | $2,406.28 |
| THE MILL, INC. | DAM-OIL | $1,066.00 |
| SCOTT CERWINSKE | AMBULANCE - AMB CNCL MTG MILE | $206.08 |
| DEMRO ELECTRIC | PARKS - ELECRICAL ISSUES | $422.92 |
| FARMERS WIN COOP | DAM-OIL | $318.20 |
| INRCOG | URB REVIT GRANT FEES | $1,569.80 |
| JENDRO SANITATION SERVICE | GAR/RECYCLING - JUNE 2021 | $11,072.41 |
| IOWA DEPARTMENT OF REVENUE | SEWER-MAY 2021 SALES TAX | $245.00 |
| IOWA DEPARTMENT OF REVENUE | WATER-MAY 2021 WET TAX | $1,079.00 |
| IRS - USA TAX PAYMENT | FED/FICA TAX | $1,664.98 |
| TREASURER STATE OF IOWA | STATE TAX | $247.00 |
| IRS - USA TAX PAYMENT | PARK-BACK UP W/HOLDING | $744.24 |
| PEOPLES INSURANCE AGENCY | WODD-INSURANCE '21 | $1,968.49 |
| Accounts Payable Total |  | $33,131.22 |
| Payroll Checks |  | $5,742.80 |
| \*\*\*\*\* REPORT TOTAL \*\*\*\*\* |  | $38,874.02 |
| GENERAL FUND |  | $30,166.83 |
| LAKE/DAM |  | $1,384.20 |
| URBAN REVITAL (LOST ONLY) |  | $1,569.80 |
| ROAD USE |  | $1,797.03 |
| WATER |  | $2,386.08 |
| SEWER |  | $1,570.08 |
| TOTAL FUNDS |  | $38,874.02 |