

City of Nashua  
CITY COUNCIL MINUTES  
City Hall

The Nashua City Council met in regular session on January 3, 2024 at Council Chambers in City Hall. The meeting was called to order at 7:00PM with Mayor Harold Kelleher III presiding. Council members present were Jake Johnson, Ernie Willsher and Dan Zwanziger. Samantha Johnson was absent and there is one vacancy. City Clerk John Ott, Street Supervisor Zade McCall, Park Board President Nate Sinnwell, EMS Director Zenda Vikturek, Fire Chief Tom Johnson, Karmen Mehmen Welcome Center Board Member, Chickasaw County Sheriff Ryan Shawver were present along with 1 guest.

Mayor Kelleher called for a motion to approve the regular agenda. J. Johnson/M, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Mayor Kelleher asked for a motion to approve the consent agenda consisting of minutes from the regular meeting December 7<sup>th</sup>; Consent Calendar: Payment of Claims (Dec. 6-13, 2023) \$67,078.03 + 7,866.02 (Wages); Consent Calendar: Payment of Claims (Dec. 14-22, 2023) \$30,001.72 + 10,928.84 (Wages). J. Johnson/M, Zwanziger/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Mayor Kelleher called for public comments: There were none.

#### Hearings/Resolutions

Mayor Kelleher asked the council for a motion to reset the public hearing for Ordinance #354 Amending the Code of Ordinance Chapter 65 Stop or Yield required. Willsher/M to set the public hearing for February 5<sup>th</sup>. J. Johnson/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Mayor Kelleher asked for a motion to approve the following resolutions: 24-01 Resolution Accepting Resignation of Council Member Kelleher. J. Johnson/M, Willsher/S. M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). 24-02 Resolution to Appoint Ernest Willsher as the Mayor Pro Tem. J. Johnson/M, Zwanziger/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). 24-03 Resolution Accepting Signature Requirements for First State Bank (FSB). J. Johnson/M, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). 24-04 Resolution Accepting Signature Requirement for Lincoln Savings Bank (FSB). Willsher/M, J. Johnson/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). 24-05 Resolution Approving Organization Resolution for First State Bank (FSB). J. Johnson/M, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). 24-06 Resolution Approving Organization Resolution for Lincoln Savings Bank (LSB). J. Johnson/M, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). 24-07 Resolution Approving Mayor Pro Tem Receiving Mayor's Salary as acting Mayor. J. Johnson/M, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy). Resolution 24-08 Approving Library Board Appointments. Willsher/M, Johnson/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

#### Business of the Mayor:

The Mayor wanted to check with the council if they had any objections to him establishing some office hours at city hall where he would be available to talk with the public. The Mayor will set some regular hours to be available at city hall to talk with the public. He also let the council know that he has been working with Deputy Clerk Lisa Berends on establishing zones for the city and will be working in different zones on nuisance properties to make the process more consistent and efficient. He wanted to thank Tim Malven for serving on the council and welcome Dan Zwanziger the newest council member to the council. He also thanked the city workers for getting the leaks fixed in a prompt manner over the holiday.

#### Department Reports

City Clerk Ott informed the council that November bank reconciliation has been completed and is available for council review. He also presented the November financial reports to the council. He reminded the council of the upcoming budget meetings scheduled for January 10<sup>th</sup>, 24<sup>th</sup>, and 31<sup>st</sup> at 6:00PM. City Clerk Ott also shared some updates from Deputy Clerk Berends about vacant accounts that have not been assessed a storm water fee, nuisance property follow up, and informed the council that Utility Billing reconciliation has been completed for November and December.

#### City Council

Willsher mentioned that he had heard the trailer park was sold.

Zenda Vikturek Nashua Area EMS Director presented her monthly report. She informed the council that the ambulance has been on 88 calls since being in service on July 1, 2023. They have received about \$10,000 in donations. She requested to use some of the ARPA money that was allocated for the EMS service to purchase an AED for an approximate cost of \$2,500. J. Johnson/M, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Zade McCall Street Superintendent presented his monthly report. He is still waiting for a quote for the culvert repairs on Bayou Dr. He is going to get some estimates for the walking trail repair, he estimated that they have cut down approximately 50 ash trees in the park. He will be getting estimates for the exposed water line that runs through Cedar River by the old railroad bridge. He also discussed the need to purchase a new vehicle. He has been looking around for a while and he brought in a quote from Molstead Motors in Charles City for a 2024 Dodge Ram 2500 with a plow for \$57,000, which he said was a good deal compared to what he has seen so far. Willsher/M to purchase the truck, J. Johnson/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Chad McCleary water/wastewater operator gave his monthly report to the council to review.

Nate Sinnwell Park Board President gave the council an update on what they have been working on. They are working on Winterfest if the weather cooperates. They will make a final decision by January 15<sup>th</sup>. If they decide to hold Winterfest, it will take place on January 27<sup>th</sup>. They also are going to try to hold monthly events and focus on tree replacement for all the trees that were removed in the park this year. He also mentioned some of the projects the Park Board would like to work on

Karmen Mehmen Welcome Center Board Member presented the monthly report for the Welcome Center. She has received a bid to paint the outside of the building for \$7,500 labor only. They estimated that it would take approximately 15 gallons of paint and she is hoping to get a Keep Iowa Beautiful grant to cover the cost of the paint. It was determined that the photo sensors on the outside lights were covered and that

is why they were on during the day. The covers have been removed, so the lights will not be on all day going forward. She also mentioned that the Welcome Center had a successful December which was helped by the Craft Show.  
 Chickasaw County Sheriff Ryan Shawver presented his monthly Sheriff's report to the council. He also encouraged the council to start working on their Sheriff's budget for next fiscal year.

Heather Hackman Library Director presented a monthly report for the council to review.

Discussion/Action

The council discussed and took action on several items.

J. Johnson/M, Willsher/S, M/C to set the date to fill the vacant council seat on January 15, 2024. RC: 3 ayes (S. Johnson absent and there was one vacancy).

The council discussed appointments for the 24/25 terms.

J. Johnson/M, Willsher/S, M/C to accept the proposal by Simmering Cory/Iowa Codification of \$4,900 to recodify the Code of Ordinances . RC: 3 ayes (S. Johnson absent and there was one vacancy).

Willsher/M, J. Johnson/S, M/C to table membership with Iowa Association of Municipal Utilities for training after discussing it with Zade. RC: 3 ayes (S. Johnson absent and there was one vacancy).

J. Johnson/M, Zwanziger/S, M/C to split the pay for new employee Reece Reams 70% parks, 15% water, 15% sewer. RC: 3 ayes (S. Johnson absent and there was one vacancy).

The council discussed moving \$150K-175K from LSB checking to an interest bearing account. City Clerk will look into rates.

The council discussed charging a credit card surcharge at the Welcome Center gift shop; however City Clerk Ott researched the options on Square and they have no way to set this up, since you cannot charge a surcharge on debit or prepaid cards and Square has no way to separate those transactions from credit cards.

J. Johnson/M, Willsher/S, M/C to approve the same health insurance plan for city employees as they currently have when the plan renews in March. The plan is the Wellmark Blue Cross Blue Shield myBlueHDHP Silver.

There was also an over contribution to employee Melissa Berends HSA account in 2023. J. Johnson motioned to table discussion until City Clerk Ott can do some research and talk to the employee to see how to address the issue. Willsher seconded. M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

J. Johnson/M, Willsher/S, M/C to approve continuing a 28E Agreement for a \$1,551 donation to North East Iowa Action, which can provide reports of expenditures, programs and/or services to document the public purposes are met. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Willsher/M, J. Johnson/S, M/C to approve the estimate for \$1,600 from Lee Foundation to spray the underside of the ceiling at the wastewater treatment plant. RC: 3 ayes (S. Johnson absent and there was one vacancy).

The council discussed offering a pre-hearing conference to see if a resolution could be met for animals at large prior to a formal hearing. The council decided to not move forward with the pre-hearing conference and continue with their current process of holding a hearing.

Val Johnson had addressed the council about her concerns with Main St. Mayor Kelleher will work with Val directly to try to get community involvement on what the city would like to see done on Main St and the vision for the future of Main St.

The council discussed a billing issue for 303 Wentling St. Willsher/M, Zwanziger/S, M/C to not waive the meter fee charge. RC: 3 ayes (S. Johnson absent and there was one vacancy).

Willsher/M, J. Johnson/S, M/C to allow the Fire Department to purchase a battery-operated extrication tool utilizing a portion of the Grandy and Watson Estate, that was left to the fire department. RC: 3 ayes (S. Johnson absent and there was one vacancy). Fire Chief Tom Johnson said the cost of the tool is approximately \$23,000. The Fire Department will use the portion of Grandy and Watson Estate funds that are not locked into a CD, which is approximately \$20,500 for the purchase. The remainder will be paid for by the Fire Association.

Other Business

City Clerk Ott mentioned that he had the December '23 Minutes from the fire department if anyone wanted to review them.

There was no other business:

J. Johnson/M to adjourn, Willsher/S, M/C. RC: 3 ayes (S. Johnson absent and there was one vacancy).

The meeting adjourned at 8:53PM.

Pending Approval by Council  
 John Ott

CLAIMS REPORT (December 6-13, 2023)

VENDOR	REFERENCE	AMOUNT
SCOTT CERWINSKE	AMB-DRIVER	\$50.00
CONNOR, KIM	AMB-DRIVER	\$25.00
CORATHERS, TABATHA	AMB-EMT	\$50.00
GERBER, BROOKELYNN	AMB-EMT	\$30.00
GERBER, SHEA	AMB-DRIVER	\$30.00
KARELS, ABRAM		\$20.00
SCROGGINS, DEBORAH	AMB-DRIVER	\$25.00
SHOEMAKER, CINDY	AMB-EMT	\$60.00
SUDOL, MELISSA	AMB-DRIVER	\$95.00

ZENDA VIKTUREK	AMB-DIRECTOR STIPEN NOV'23	\$224.92
JAN CLEMENT	WC-CRAFTER COMMISION NOV'23	\$178.80
SHERYL DORMAN	WC-CRAFTER COMMISION NOV'23	\$165.73
FRISKY FOX VINEYARD LLP	WC-CRAFTER COMMISION NOV'23	\$127.22
TERRY HINRICHS	WC-CRAFTER COMMISION NOV'23	\$45.00
SHARON LEERHOFF	WC-CRAFTER COMMISION NOV'23	\$271.15
MAAS, ROBERTA C.	WC-CRAFTER COMMISION NOV'23	\$136.88
MARYLEE MEHMEN	WC-CRAFTER COMMISION NOV'23	\$52.50
JANET PETEFISH	WC-CRAFTER COMMISION NOV'23	\$103.13
NANCY SCHERER	WC-CRAFTER COMMISION NOV'23	\$42.93
SCHUKNECHT, SANDY	WC-CRAFTER COMMISION NOV'23	\$33.00
SENNER, ANN L	WC-CRAFTER COMMISION NOV'23	\$140.25
SNELLING, MARLENE	WC-CRAFTER COMMISION NOV'23	\$81.75
LISA STEINLAGE	WC-CRAFTER COMMISION NOV'23	\$95.25
SANDRA VANCE	WC-CRAFTER COMMISION NOV'23	\$45.75
DON BOSS	WC-CRAFTER COMMISION Q4- OCT'23	\$40.50
JAN CLEMENT	WC-CRAFTER COMMISION Q4- OCT'23	\$53.63
DEUTH, BRENDA	WC-CRAFTER COMMISION Q4- OCT'23	\$112.88
SHERYL DORMAN	WC-CRAFTER COMMISION Q4- OCT'23	\$271.14
FRISKY FOX VINEYARD LLP	WC-CRAFTER COMMISION Q4- OCT'23	\$92.52
LA PETITE BOUTIQUE	WC-CRAFTER COMMISION Q4- OCT'23	\$77.25
SHARON LEERHOFF	WC-CRAFTER COMMISION Q4- OCT'23	\$117.73
MAAS, ROBERTA C.	WC-CRAFTER COMMISION Q4- OCT'23	\$139.61
ORTMAYER, COLLEEN	WC-CRAFTER COMMISION Q4- OCT'23	\$43.50
DANIELLE SCHELL	WC-CRAFTER COMMISION Q4- OCT'23	\$44.25
NANCY SCHERER	WC-CRAFTER COMMISION Q4- OCT'23	\$84.96
SCHUKNECHT, SANDY	WC-CRAFTER COMMISION Q4- OCT'23	\$30.75
SENNER, ANN L	WC-CRAFTER COMMISION Q4- OCT'23	\$73.95
TERESA STAUDT	WC-CRAFTER COMMISION Q4- OCT'23	\$49.50
WEINBERG, GREGG	WC-CRAFTER COMMISION Q4- OCT'23	\$58.50
WORDES CYNTHIA A	WC-CRAFTER COMMISION Q4- OCT'23	\$106.00
20 20 FX LLC	CH-M.SOFT SEC/CAMERAS- REMOTE	\$45.00
BUTLER-BREMER COMMUNICATIONS	WC-PHONE EXP -DEC'23	\$304.40
CHICKASAW COUNTY SHERIFF OFFIC	PD-QTR3FY'24 JAN-MAR	\$39,616.25
COOLEY PUMPING	PARK-CANNON PARK NOV'23	\$190.00
HINSON CONSULTING GROUP	ST-BACKGROUND CKS R.R.	\$110.00
ION ENVIRONMENTAL SOLUTIO	WA/SE-CONTRACT DEC'23	\$7,415.56

IOWA MUNICIPALITIES WORKERS	WORKER'S COMPENSATION PREMIUM	\$2,731.00
LINO H2O LLC	WWTP-FLOWMETER/PROBE	\$1,619.00
MICK GAGE PLBG & HTG, INC	WC-DRAINS/PUMP REPLACE	\$1,114.45
ENTERPRISE MEDIA INC	CH-LEGAL PUBLICATIONS NOV'23	\$459.98
OTT, JOHN	EMT BAGS-SCHERBER	\$3,303.82
S & T COLLISION	FD-FUEL ADDITIVE	\$82.70
SANDRY FIRE SUPPLY, L.L.C	FD-HAT .5 CITY .5 RURAL WASTEWATER-EPA CONSENT ORDER	\$317.85
SHUTTLEWORTH & INGERSOL		\$287.00
USCELLULAR	AMB-TABLET/PHONE	\$84.48
ZENDA VIKTUREK	AMB-CPR CERTIFICATION X2 K.ZIMMERMAN-HWY 218	\$40.00
WAVERLY HEALTH CENTER	INTERCEPT	\$285.00
WEX BANK	FD-CITY FUEL EXPENSES	\$1,230.02
IRS - USA TAX PAYMENT	FED/FICA TAX	\$2,215.12
TREASURER STATE OF IOWA	STATE TAX	\$355.44
IOWA DEPARTMENT OF REVENUE	SWR-SALES TAX NOV'23	\$285.33
IOWA DEPARTMENT OF REVENUE	WET-SLES TAX NOV'23	\$1,104.82
IOWA DEPARTMENT OF REVENUE	WC-Q4 SALES TAX NOV'23	\$168.02
CSG FORTE PAYMENTS	WTR/SWR-ACH BANK FEES NOV'23	\$44.25
TRIONFO SOLUTIONS, LLC	DEATH/DISABILITY DEC'23	\$142.61
Accounts Payable Total		\$67,078.03
Payroll Checks		\$7,866.02
***** REPORT TOTAL *****		\$74,944.05
GENERAL FUND		\$53,942.48
ROAD USE		\$966.91
EMPLOYEE BENEFIT		\$2,715.02
ARPA Funds Covid 19		\$1,047.38
WATER		\$7,558.59
SEWER		\$8,713.67
TOTAL FUNDS		\$74,944.05

CLAIMS REPORT (Dec. 14-22, 2023)

VENDOR	REFERENCE	AMOUNT
LINCOLN SAVINGS BANK	HSA	\$1,400.00
DELTA DENTAL OF IOWA FLOYD CO. MEDIACL CENTER	DENTAL INS JAN'24	\$207.64
JENDRO SANITATION SERVICE	AMB-RX NOV'23	\$25.00
MIDAMERICAN ENERGY	GAR/REC-DEC'23 PARK-BANDSHELL GAS/ELEC DEC'23	\$12,200.14
MURPHY, COE, AND SMITH ONE BEAT	CH-TREASURER NOV'23	\$180.00
MEDICAL&TRAINING	AMB-BATTERIES FOR DEFIB REIMBURSE-REECE CDL	\$1,050.00
OTT, JOHN	TRAINING	\$895.00

STRAND ASSOCIATES	SWR-PH2 WASTEWTR CONSULT	\$825.00
BLUE CROSS WELLMARK	HEALTH INS-JAN'24	\$6,095.22
ZIP'S	ST-SAFTEY SHIRTS	\$520.11
IPERS	REGULAR IPERS	\$3,568.84
IRS - USA TAX PAYMENT	FED/FICA TAX	\$2,579.89
TREASURER STATE OF IOWA	STATE TAX	\$347.45
AMAZON	AMB-LED CLOCK	\$25.88
AMAZON	ST-BULBS FOR HOLIDAY DECOR	\$61.04
Accounts Payable Total		\$30,001.72
Payroll Checks		\$10,928.84
***** REPORT TOTAL *****		\$40,930.56
GENERAL FUND		\$24,526.87
ROAD USE		\$2,029.00
EMPLOYEE BENEFIT		\$3,813.20
ARPA Funds Covid 19		\$25.00
WATER		\$4,850.93
SEWER		\$5,685.56
TOTAL FUNDS		\$40,930.56

