

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

The Nashua City Council met in regular session on May 15, 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 III, Tim Malven and Ernie Willsher. City employee(s) City Clerk John Ott and Nashua Area EMS Director Zenda Vikturek were present along with 2 guests.

Mayor Anthofer asked for consideration approving the regular agenda. 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 May 1, 2023, Building Permits: 515 Main St, 315 Madison St., 1459 280<sup>th</sup> St, Demolition/Excavation Permits: 1301 Howard St., Alcohol/Liquor: Big Four Fair, Cigarette/Tobacco Permits: Caseys, Payment of Claims (see claims report): Total Claims to be Paid \$267,938.03 + Wages \$7,755.40. J. Johnson motioned to approve the consent calendar after removing 1459 280<sup>th</sup> St. building permit because it is out of city limits. Malven/S, M/C. RC: all ayes.

Mayor Anthofer asked for public comments. One citizen noted that they have had issues with their sewer backing up. They inquired if the city goes through and cleans out the sewer mains on a regular/scheduled basis. The Mayor stated that they should be; however the service is provided by our 3<sup>rd</sup> party contractor and so he wasn't sure if it was being done or not. The mayor also stated that the city will be bringing in a new contractor beginning July 1<sup>st</sup> and that the sewer mains would be the city's responsibility when the new contractor takes over. The citizen was asking the council to pay for damages incurred from the sewer backing up. The city recommended the citizen contact PeopleServices to see if they will pay for the damages. City Clerk Ott will provide the contractor's contact information to the citizen.

Zenda Vikturek Nashua Area EMS Director provided a brief update on the ambulance. She said that once the city receives the title for the ambulance, they will be able to apply for Medicare reimbursement. They still have some other steps to complete prior to getting state approval; however, things are moving along.

Brandy Molitor talked about the Nashua ambulance and provided some insight to the council on the difference between a Mutual Aid Agreement which is an agreement where one entity will help provide mutual aid to another entity if the other entity has used up its resources. A 28E Agreement is an agreement between entities which usually has a financial tie where one entity provides a service for a negotiated fee and terms that is not offered by the other entity. She recommended that the city utilize a mutual aid agreement vs. a 28E agreement with the surrounding communities once the ambulance service is up and running. She stated that all the other communities around the area use mutual aid agreements and she didn't see why the city would pay for something it didn't need to even though it wouldn't be able to operate 24/7 and would only provide basic life support. She also stated that if the city had a 28E Agreement every time there was a dispatch call to Nashua, the entity that Nashua had a 28E Agreement with would be paged out even if Nashua's ambulance was in service.

Mayor Anthofer called for a motion to adopt the following resolution: 23-28 Resolution Adopting a Seatbelt/Safety Restraint Policy. S. Johnson/M, J/Johnson/S, M/C. RC: all ayes.

Mayor Anthofer called for a motion to approve the following permits: Building: 115 Cedar Hill, 616 Main St., 310 Main St., 203 Charles City Rd., 1014 Greeley St., Demolition/Excavation: 1014 Greeley St., J. Johnson motioned to approve all permits, but with the stipulation that 115 Cedar Hill would only be approved if they comply with all setback requirements as the setbacks were not noted on the building permit. S. Johnson/S, M/C. RC: all ayes.

Business of the Mayor:

The Mayor discussed 103 Dawn Dr. and the work that needs to be completed to fix their driveway from when the water line had to be dug up and a chunk of their driveway was broken. The city will hire Hanneman Construction to fix the area that is approximately 15' by 13' by removing damaged area and replacing it with new for a total of \$1,675.00.

Department Reports:

City Clerk Ott informed the council that the bank reconciliation for April had been completed and is ready for review. He presented the April financial reports. He asked the council for approval for Deputy Clerk Lisa Berends to attend the Municipal Professional Institute July 17-20, 2023. S. Johnson/M, J. Johnson/S, M/C. RC: all ayes.

City Clerk Ott also asked for approval to attend the Municipal Professional Academy from July 26-30, 2023. Malven/M, S. Johnson/S, M/C. RC: all ayes. City Clerk Ott also reminded the council of the public hearing set for June 5<sup>th</sup> for the special permit for 801 Woodbridge.

City Council:

J. Johnson informed the council that the Nashua Fire Department would like to use \$15,000 of the Watson Fund to purchase LUCAS devices for the ambulance service. City Clerk Ott will put it on the agenda for June 5<sup>th</sup>.

Kelleher inquired about the nuisance properties that were sent letters and asked if the city had heard from anyone. City Clerk Ott stated that he has not personally, but it is possible Lisa has heard something. He will check with Lisa and report back.

PeopleService provided the monthly water/wastewater report and Heather Hackman Library Director provided the library's monthly report.

Discussion/Action

Malven/M, Willsher/S, M/C to form a hiring committee consisting of Council Members J. Johnson, Willsher, Parks/Maintenance Personnel Zade McCall, and City Clerk John Ott and/or Deputy Clerk Lisa Berends. RC: all ayes.

J. Johnson/M, Willsher/S, M/C to approve City Clerk Ott as the authorized signer for the Nashua Area EMS Service. RC: all ayes.

Malven/M, Willsher/S, M/C to approve the estimate from Titus Locksmith to replace the locks and key all locks to match at the Wastewater treatment plant and wells #4 and #5. RC: all ayes.

The council discussed updating the zoning maps. No decisions were made.

J. Johnson/M, Malven/S, M/C to approve becoming a member of the IaCMA (Iowa City Management Association) member. This provides direct access/communication to all city managers within the State of Iowa that are members of the Iowa League of Cities as well as a lot of other resources for the city. RC: all ayes.

The council discussed a billing issue at 416 Panama St, but no decision was made because the council wanted more information. City Clerk will gather more information and it will be addressed at the next council meeting.

City Clerk Ott mentioned that the city will be getting another estimate for changing out the lights in city owned facilities to LED and he will meet with the next contractor on Wednesday. J. Johnson mentioned that the Fire Department may change the lights out themselves instead of hiring it done due to the costs.

City Clerk Ott noted that the April incident report from the Fire Department was available if anyone wanted to review it.

There was no other business. S. Johnson motioned to adjourn. J. Johnson/S, M/C. RC: all ayes. The meeting adjourned at 8:59PM.

Pending Approval by Council  
John Ott

CLAIMS REPORT (April 28-May 11, 2023)		
VENDOR	REFERENCE	AMOUNT
LINCOLN SAVINGS BANK	HSA	\$1,700.00
U.S. POST OFFICE	WTR/SWR/GAR/REC-MAY'23	\$221.40
ARNOLD MOTOR SUPPLY	STREETS-SEPARATOR FILTER	\$80.51
BODENSTEINER IMP. INC.	STREETS-OPERATING EXP	\$3.47
BUTLER-BREMER	PHONE EXP - MAY '23	\$300.64
COMMUNICATIONS	DAM-FY'23 STATE CONT LOAN	
EXECUTIVE COUNCIL	PMT	\$37,746.65
HAWKEYE	WC-ANNUAL INSPECT FIRE	
COMMUNICATION/FANDEL	DEVICES	\$375.00
IOWA FINANCE AUTHORITY	SEWER-REV BOND PMT JUNE '23	\$198,153.75
JOHN DEERE FINANCIAL	PARKS-FERTILIZER	\$129.98
OTT, JOHN	CH-NUISANCE ABATE TRAIN	
	REIMB	\$158.29
RILEY'S INC.	CH-COPY FEES APRIL '23	\$206.88
T & K TRACTOR REPAIR	STREETS-HOSE SKID LOADER	\$24.73
ZENDA VIKTUREK	AMB-REIMB ZENDA VESTS	\$67.16
U.S. POST OFFICE	WTR/SWR RATE NOTICES	\$328.43
	WC-CRAFTER COMMISSION	
DON BOSS	APR'23	\$30.38
	WC-CRAFTER COMMISSION	
JAN CLEMENT	APR'23	\$69.00
	WC-CRAFTER COMMISSION	
DEUTH, BRENDA	APR'23	\$62.44
	WC-CRAFTER COMMISSION	
SHERYL DORMAN	APR'23	\$135.99
	WC-CRAFTER COMMISSION	
FRISKY FOX VINEYARD LLP	APR'23	\$175.40

ANDREA KING	WC-CRAFTER COMMISSION APR'23	\$51.00
LA PETITE BOUTIQUE	WC-CRAFTER COMMISSION APR'23	\$59.25
SHARON LEERHOFF	WC-CRAFTER COMMISSION APR'23	\$135.15
MAAS, ROBERTA C.	WC-CRAFTER COMMISSION APR'23	\$37.31
ROEDER POWDER COAT & MACHINE	WC-CRAFTER COMMISSION APR'23	\$33.60
NANCY SCHERER	WC-CRAFTER COMMISSION APR'23	\$55.00
SENNER, ANN L	WC-CRAFTER COMMISSION APR'23	\$242.25
LISA STEINLAGE	WC-CRAFTER COMMISSION APR'23	\$157.88
SHIRLEY STEVENSON	WC-CRAFTER COMMISSION APR'23	\$35.44
WEINBERG, THERESA	WC-CRAFTER COMMISSION APR'23	\$32.00
WORDES CYNTHIA A	WC-CRAFTER COMMISSION APR'23	\$365.60
BLUHM ELECTRIC INC	FD-E422 PRIMER MOTOR REBIULD	\$264.00
DAKOTA SUPPLY GROUP	ST/PARK-SAFETY LENSES	\$98.90
ELECTRONIC ENGINEERING CO ENGINEERED EQUIP SOLUTIONS LLC	FD-BATTERIES LI-ION 3400 MAH	\$218.67
GPM	SWR-WASH PRESS SOLENOID	\$2,450.00
IACMA	SEWER MAINT-SAMPLER SVC CALL	\$896.00
IOWA LEAGUE OF CITIES	CH-ANNUAL DUES 2023	\$120.00
KATRINA'S HELPFUL HOUSE CLEANI	CH-GRANT FINDER SUBSCRIPTION	\$75.00
LEROY'S REPAIR	WC-CLEANING APR'23	\$789.00
LESSIN SUPPLY CO.	PRK/STREET-25' CHAIN	\$46.99
MICK GAGE PLBG & HTG, INC	PARK-DOCK BITS	\$19.82
NASCO	WTR-TRAILER PARK MAIN	\$2,212.17
OTT, JOHN	PARK-RR SUPPLIES	\$391.06
QUALITY FLOW SYSTEMS INC	CH-REIMBURSE NUSIANCE ABATE CO	\$176.85
S & T COLLISION	WTR-SOFT START & BREAKER WELLS	\$5,483.88
SENNER, ANN L	PARK-OVERHAUL PICKUP	\$1,449.40
TITUS LOCK SERVICE	WC-REIMB SUPPLIES	\$9.00
WEX BANK	CH-KEYS CUT AND SERVICE CALL	\$98.00
BAKER & TAYLOR BUTLER-BREMER COMMUNICATIONS	CITY FUEL EXPENSES	\$1,485.62
CENTER POINT LARGE PRINT	LIB-BOOKS	\$427.36
COSTUME SPECIALISTS	LIB-PHONE MAY'23	\$37.58
DEMCO	LIB-BOOKS	\$70.50
DISNEY MOVIE CLUB	LIB-PROG SUPP LORAX	\$180.00
FARM COLLECTOR	LIB-SUPPLIES	\$104.22
INGRAM	LIB-DVD	\$29.43
LITTLE PRINCESS PARTIES	LIB-SUB 12 ISSUES	\$29.95
MAGNOLIA RIVERS	LIB-BOOKS/OTHER	\$201.38
MODERN MARKETING	LIB-PROGRAM	\$400.00
NASHUA PUBLIC LIBRARY	LIB-BOOKS	\$70.00
NEW HAMPTON TRIBUNE NASHUA	LIB-MAGNETS	\$123.60
PERFECTION LEARNING	LIB-PETTY CASH	\$87.46
SCHOLASTIC, INC	LIB-AD	\$36.00
TASTE OF HOME	LIB-BOOKS	\$738.87
THE FAMILY HANDYMAN	LIB-BOOKS	\$487.25
IPERS	LIB-SUBSCRIPTION	\$70.96
IRS - USA TAX PAYMENT	LIB-SUB 1YR	\$21.40
TREASURER STATE OF IOWA	REGULAR IPERS	\$3,189.63
IOWA DEPARTMENT OF REVENUE	FED/FICA TAX	\$2,272.77
IOWA DEPARTMENT OF REVENUE	STATE TAX	\$340.81
IOWA DEPARTMENT OF REVENUE	SEWER-APR'23 Q1 SALES TAX	\$268.28
IOWA DEPARTMENT OF REVENUE	WATER-Q2 MAR'23 WET TAX	\$1,084.84
CSG FORTE PAYMENTS	WC-Q2 SALES TAX APR'23	\$166.80
Accounts Payable Total	WTR/SWR-ACH BANK FEES APR'23	\$40.00
Payroll Checks		\$267,938.03
***** REPORT TOTAL *****		\$7,755.40
GENERAL FUND		\$275,693.43
ROAD USE		\$16,696.64
DEBT SERVICE		\$4,207.26
ARPA Funds Covid 19		\$97,841.65
PERM FUNDS-LIB WATSON		\$67.16
		\$678.87

PERM FUNDS-LIBRARY-BERRIE	\$60.00
WATER	\$11,606.09
SEWER	\$6,477.01
SEWER SINKING	\$138,058.75
TOTAL FUNDS	\$275,693.43