

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

The Nashua City Council met in regular session on September 18, 2023, in Council Chambers at City Hall. The meeting was called to order at 7:00PM with Mayor Anthofer presiding. Council members present were Harold Kelleher III, Jake Johnson, and Samantha Johnson. Councilmen Tim Malven and Ernie Willsher were absent. City employee(s) City Clerk John Ott, Library Director Heather Hackman, Ion Environmental Solutions Operations Manager Brian Glasgow were in attendance along with 10 guests. Mayor Anthofer asked for consideration approving the regular agenda. J. Johnson/M, Kelleher/S, M/C. RC: 3 ayes, Malven and Willsher were absent. Mayor Anthofer called for a motion to approve the consent agenda: minutes from regular meeting September 5, 2023; Building Permits: 914 Brasher St. and 330 Lakeshore Dr.; Payment of Claims (see Claims Report): Total Claims to be paid \$29,044.21+ Wages \$8,961.99. J. Johnson/M to approve the consent agenda after moving the 330 Lakeshore Dr. permit to the regular agenda. S. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher were absent.

Mayor Anthofer asked for any public comments: A citizen who is interested in purchasing 1119 Amherst Blvd. and building a house on the property had questions about getting water and sewer connections to the property or the possibility of putting in a well and septic system. This will be discussed further at the next council meeting October 2, 2023.

City Clerk Ott reminded the council of the upcoming hearings on September 27<sup>th</sup> for Dogs at Large and Dangerous Animals.

Mayor Anthofer called for a motion to approve the following resolutions: 23-45 Resolution to Approve Allowing Continuation of Health Insurance for Dan Zwanziger and his spouse until December 31, 2023 at no cost to the city. 23-46 Resolution to Approve Allocation of ARPA Funds for LED Lighting; and 23-47 Resolution to Appoint Two City Council Members to the Chickasaw Cedar Lake Improvement Council (CCLIC). S. Johnson made the motion to approve each of the resolutions, J/Johnson/S, M/C. RC: 3 ayes, Malven and Willsher absent.

S. Johnson/M to set up a new fund for the (CCLIC) Chickasaw Cedar Lake Improvement Council. J. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher absent.

Permits: 330 Lakeshore Dr. which was moved from the consent agenda was discussed. J. Johnson/M to approve the permit providing that the house is aligned evenly with the neighbor's house. S. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher absent.

Business of the Mayor: The Mayor had no business to discuss.

Department Reports:

City Clerk Ott stated that the August Bank Reconciliation and Financial Reports are complete. He also wanted to remind the council and everyone else interested in running for City Council that the nomination papers are due into the Chickasaw County Auditor's Office by 5:00PM September 21, 2023. He also reminded the council that he will be gone September 20<sup>th</sup>-22<sup>nd</sup> for meetings.

Kelleher wanted to thank the city crew for the great job they did with the water main break and Ion Environmental Solutions for their help on the handling of the water main breaks and the boil order.

Heather Hackman Library Director presented her FY '22/23 End of Year Report to the council. She noted that the Library had a fantastic year last year.

Discussion/Action

The council discussed and acted on several items.

J. Johnson/M, S. Johnson/S, M/C to approve the Waiver of Service Fee request for 4 Bailey St and 416 Panama St. RC: 3 ayes, Malven and Willsher were absent.

J. Johnson/M, Kelleher/S, M/C to approve the Waiver of Service Fee request for 104 Park St. The city estimated usage for over 3 years due to a faulty meter/endpoint and when the city was able to get a reading there had been several thousand gallons underestimated. RC: 3 ayes, Malven and Willsher were absent.

The council discussed a couple of nuisance properties. Kelleher/M, J. Johnson/S M/C to remind 114 Aspinwall that the city will check up on the property again on October 1<sup>st</sup>. J. Johnson/M, Kelleher/S to let 611 Brasher know that the city acknowledges their improvement and to continue working on it.

J. Johnson/M, S. Johnson/S, M/C to investigate whether we need to change the ordinance to sending letters to citizens with overgrown lawns to using a red tag with a deadline to make the process more efficient. RC: 3 ayes, Malven and Willsher were absent.

The council discussed the issue with speeding on Charles City Rd. and Sample St. City Attorney Skilton will check with Blue Line Solutions and council member S. Johnson will visit with the County about using their trailer speed limit sign.

Kelleher/M, J. Johnson/S to change Woodbridge St. to a One Way going West from Jay St. to Main St. RC: 3 ayes, Malven and Willsher were absent.

S. Johnson/M, J. Johnson/S, M/C to set a deadline for October 2<sup>nd</sup> for bids for the Welcome Center AC/Furnace replacement. RC: 3 ayes, Malven and Willsher were absent. The bids will be reviewed at the council meeting October 2<sup>nd</sup>.

City Attorney disussed the 28E Agreement and Mid American Deed for the dam. He is working on filing a quit claim deed that specifically includes the dam. In the original filing it was Attorney John Cronin's opinion and everyone agreed that the dam was personal property and not real property and therefore it didn't need to be included with the deed. City Attorney Skilton also mentioned that he would like the power generated by the plant to serve the citizens of Nashua, but admitted that it will be a tough process.

The city received a letter that LJP will be raising the rates for garbage. J. Johnson/M to set a public hearing for October 16<sup>th</sup> to discuss garbage rates. S. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher were absent.

Brian Glasgow Operations Manager from Ion Environmental Solutions explained what happened that led to having to issue a boil order. He said that the city had to shut off 5 or 6 valves which didn't do much of anything at all, so they had to shut the tower down. Once the tower was shut down, they had to let everything get down to a level that they could even work on the lines to get everything fixed. He commented that the city workers did an excellent job. He said it was unfortunate that they had to do what they did, but considering everything it went fairly well. He said the samples passed. He also said that they flushed some hydrants on the edge of town. They didn't have too much issue with rust. He checked chlorine residuals all over town and those were good. He understands that being out of water for several hours was inconvenient. He said they would like to get a maintenance schedule put together for exercising valves and finding out which valves work, and which ones don't. The Mayor commented that this all started when we started exercising the hydrants. They have about 2/3 of the town done. Brian mentioned that because they haven't been done in so long, they had to use a flame to get the caps off. He said that this stuff happens when routine maintenance isn't done. Someone inquired on what caused the boil order. Brian explained that anytime the water pressure drops below 20 PSI a boil order must be issued.

City Clerk Ott reviewed Iowa Municipal Worker's Compensation Association's (IMWCA) recommendations from a site visit September 7<sup>th</sup>. One recommendation from the IMWCA site visit was to have a General Safety Manual. City Clerk Ott put together a safety manual for the council to review. J. Johnson/M, Kelleher/S, M/C to add the General Safety Manual as part of the Employee Handbook. RC: 3 ayes, Malven and Willsher were absent. Another recommendation that IMWCA had was to implement a written excavation/trenching safety operations procedure. City Clerk Ott put together a written excavation/trenching safety operations procedure per the recommendation, but Attorney Skilton recommended to the council to not adopt the procedure because our employees do not do excavation/trenching. There was no motion to adopt the excavation/trenching safety procedures.

The council discussed repairing the sidewalk and cleaning the culvert by 7 Cedar St. City Clerk Ott will put together a work order for the Maintenance crew.

S. Johnson/M, J. Johnson/S, M/C to approve purchasing winter coats for the ambulance using money that was allocated to the ambulance from ARPA. RC: 3 ayes, Malven and Willsher were absent.

J. Johnson/M, S. Johnson/S, M/C to approve the Mayor signing the title of the 2017 Freightliner over to the Nashua Rural Fire Company (NRFC). RC: 3 ayes, Malven and Willsher were absent.

The council started to discuss final payment to PeopleServices and council member J. Johnson asked if the discussion could be moved to closed session. Attorney Skilton approved moving it to closed session.

S. Johnson/M to end open session and go into closed session. J. Johnson/S, M/C. RC: 3 ayes, Malven and Willsher were absent. The meeting went into closed session at 8:42PM. The reason the council went into closed session was 21.5(1)(c) of the Iowa Code to discuss strategy with council in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

After Attorney Skilton provided an update to the council and answered council questions. S. Johnson/M, J. Johnson/S M/C, to end the closed session and return to open session. RC: 3 ayes, Malven and Willsher were absent. The closed session ended and open session resumed at 9:11PM.

There was no other business.

S. Johnson/M, J. Johnson/S, M/C to adjourn the meeting. RC: 3 ayes, Malven and Willsher were absent. The meeting adjourned at 9:11PM.

#### CLAIMS REPORT (Sept 1-13, 2023)

VENDOR	REFERENCE	AMOUNT
U.S. POST OFFICE	WA/SWR/GAR-BILLING SEPT'23	\$222.22
JOSH CASTER	AMB-DRIVER	\$75.00
DETTMER, CHERYL	AMB-ATTENDANT	\$20.00
GERBER, BROOKELYN	AMB-EMT	\$55.00
GERBER, SHEA	AMB-DRIVER	\$25.00
KARELS, ABRAM	AMB-EMT	\$30.00
MOHS, DANNON	AMB-CREW CHIEF AUG'23	\$170.00
NELSON, CHAD	AMB-DRIVER	\$25.00
NELSON, TONI	AMB-EMT	\$140.00
SCROGGINS, DEBORAH	AMB-ATTENDANT	\$40.00
SHOEMAKER, CINDY	AMB-EMT	\$70.00
SUDOL, MELISSA	AMB-EMT	\$50.00
ZENDA VIKTUREK	AMB-SEPT'23 MED DIR STIPEN	\$300.00
CAPTIVATING CRAFTS LLC	WC CRAFTER COMMISION AUG'23	\$33.34
JAN CLEMENT	WC CRAFTER COMMISION AUG'23	\$79.13
DEUTH, BRENDA	WC CRAFTER COMMISION AUG'23	\$120.38
SHERYL DORMAN	WC CRAFTER COMMISION AUG'23	\$101.98
FRISKY FOX VINEYARD LLP	WC CRAFTER COMMISION AUG'23	\$68.30
TERRY HINRICHS	WC CRAFTER COMMISION AUG'23	\$60.00
ANDREA KING	WC CRAFTER COMMISION AUG'23	\$30.75
SHARON LEERHOFF	WC CRAFTER COMMISION AUG'23	\$198.05
MAAS, ROBERTA C.		\$238.76
NANCY SCHERER	WC CRAFTER COMMISION AUG'23	\$131.33
SENNER, ANN L	WC CRAFTER COMMISION AUG'23	\$166.18
TERESA STAUDT	WC CRAFTER COMMISION AUG'23	\$38.25
LISA STEINLAGE	WC CRAFTER COMMISION AUG'23	\$71.25

SHIRLEY STEVENSON	WC CRAFTER COMMISSION AUG'23	\$58.88
WORDEN CYNTHIA A	WC CRAFTER COMMISSION AUG'23	\$178.00
BAKER & TAYLOR	LIB-BOOKS	\$425.36
BETTER HOMES & GARDENS	LIB-CELEBRATE THE SEASON 2023	\$35.91
BIRDS & BLOOMS	LIB-SUB. RENEW	\$32.08
BOOK LOOK	LIB-COWGIRL BOOKS	\$29.98
BUTLER-BREMER COMMUNICATIONS	LIB-PHONES SEPT'23	\$37.60
CENTER POINT LARGE PRINT	LIB-PATTERSON/SILVA BOOKS	\$51.00
CRAIG, SHEILA	LIB-PROGRAM 11/18/23 10:30 AM	\$150.00
DEMCO	LIB-ENRICHMENT MATERIALS	\$116.89
HEATHER M. HACKMAN	LIB-MILEAGE FOR TRAINING	\$50.31
INGRAM	LIB-BOOKS AND OTHER MATERIAL	\$467.03
MOTHER EARTH LIVING	LIB-SUBSCRIPTION 6 ISSUES	\$18.00
NASHUA PUBLIC LIBRARY	LIB-PETTY CASH	\$42.31
NASHUA-PLAINFIELD SCHOOLS	LIB-YEARBOOK 2024-2025	\$60.00
NEW HAMPTON TRIBUNE NASHUA	LIB-SUBSCRIPTION 12 MONTHS	\$56.00
POPULAR MECHANICS	LIB-SUBSCRIPTION 1YR	\$32.07
PROGRESSIVE FARMER	LIB-SUBSCRIPTION 14 ISSUES	\$26.00
TASTE OF HOME	LIB-RECIPES/TASTE OF CHRISTMAS	\$77.96
THE IOWAN	LIB-SUBSCRIPTION 6 ISSUES	\$24.00
U.S. POST OFFICE	LIB-POSTAGE	\$132.00
AUTOMATIC SYSTEMS CO.	SWR-SERVICE CALL 6/13	\$815.00
BOUND TREE MEDICAL LLC	AMB-6/RESTRAINT 2/CUFF	\$194.12
BRUENING ROCK PRODUCTS INC BUTLER-BREMER COMMUNICATIONS	STREET-1'RR  PHONE EXP SEPT'23 PARKS-PA'S PLAYGROUND PROP TAX	\$44.56  \$305.31 \$174.00
CHICKASAW COUNTY TREASURER		
CRONIN, SKILTON, SKILTON	LEGAL EXP-JULY/AUG	\$1,073.84
DAKOTA SUPPLY GROUP	WATER-HYDRANT OIL/DIFFUSERS FD-MINOR EQUIP/BOOT14'	\$382.32
DANKO EMERGENCY EQUIPMENT	RUR/CIT	\$405.00
FIVE STAR COOPERATIVE	WTR-2'X10' JET TRUCK LINE	\$54.48
GERBER, SHEA	PARK-RENTAL OF GENERATOR	\$20.00
ION ENVIRONMENTAL SOLUTIONS		\$7,791.07
IOWA PRISON INDUSTRIES	STREET-PARKING SIGNS/D.A.R.E	\$117.40
JACOBS DOZER SERVICE	WTR-MAIN REPAIR WENTLING	\$1,640.00
JOHN DEERE FINANCIAL	ST/PARK-EQUIP/TOOLS/OIL/WASP	\$2,996.73
KLOCKE'S EMERGENCY VEHICLES	AMB-RED LED/FLASHER	\$417.72
LEROY'S REPAIR	SWR-CHAIN REPAIR	\$173.94
OTT, JOHN	24 HR EMERGENCY PHONE PARK-RESTROOM REPAIR	\$54.01
PEDERSON PLUMBING	LAKESHORE	\$183.00
S & T COLLISION	ST-SKID LOADER TIRES	\$2,076.52
U.S. POST OFFICE	CH/WTR/SWR-POSTAGE STAMPS	\$351.00

UNPLUGGED WIRELESS COMMUNICATI	FD-UNICATION KNOB KIT G2-G5	\$154.00
IRS - USA TAX PAYMENT	FED/FICA TAX	\$2,471.30
TREASURER STATE OF IOWA	STATE TAX	\$394.12
IOWA DEPARTMENT OF REVENUE	SWR-SALES TAX AUG'23-Q3	\$307.19
IOWA DEPARTMENT OF REVENUE	WET-SALES TAX AUG'23	\$1,227.54
IOWA DEPARTMENT OF REVENUE	WC-Q3-SALES TAX AUG'23	\$176.48
CSG FORTE PAYMENTS	WTR/SWR-ACH BANK FEES AUG'23	\$42.00
TRIONFO SOLUTIONS, LLC	DEATH/DISABILITY AUG-SEPT'23	\$340.26
Accounts Payable Total		\$29,044.21
Payroll Checks		\$8,961.99
***** REPORT TOTAL *****		\$38,006.20
GENERAL FUND		\$10,643.84
LAKE/DAM		\$124.50
ROAD USE		\$4,740.72
EMPLOYEE BENEFIT		\$139.20
ARPA Funds Covid 19		\$2,263.37
WATER		\$11,053.67
SEWER		\$9,040.90
TOTAL FUNDS		\$38,006.20

