

MILFORD CITY COUNCIL
 REGULAR MEETING
 APRIL 8, 2019
 6:30 PM

The Milford City Council met in regular session April 8, 2019 at 6:30 p.m. in the East ½ of Community Center Mayor Steve Anderson presided.

Members present: Chris Hinshaw, Don Olsen, Doug Frederick, Andy Yungbluth, and Bill Huse.

Absent: None

Others present: City Administrator LeAnn Reinsbach, Deputy City Clerk Carrie Funk, Police Chief Bob Clark, Public Works Supervisor Kent Eilers, Don Brinkley, Jason Eygabroad, Kent Simonson, Allie Lang, Emily Werner, Brock Moffitt, and Caleb Winebrinner.

Steve Anderson led the Pledge of Allegiance.

Motion by Yungbluth second by Huse to approve the agenda. All voting aye. Motion carried.

Motion by Yungbluth second Huse to approve consent agenda. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes March 28, 2019 council meeting
- Minutes from February 21st and March 28th Millstone Park phone conference meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$854.10
ALLIANT ENERGY	SIGN UTILITY	\$22.15
AMAZON/SYNCB	LIBRARY SUPPLIES	\$156.87
AMERICAN FENCE COMPANY INC.	MEMORIAL PARK DUGOUT/BACK	\$10,500.00
ARNOLD MOTOR SUPPLY	MARCH INVOICES	\$1,745.64
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,148.71
BARCO MUNICIPAL PROD. INC	CROSS CHAIN	\$849.11
BECK ENGINEERING INC	HILL DRIVE HMA OVERLAY	\$7,207.50
BERGLUND, SCOTT	P & Z MTG 3/21/2019	\$25.00
BERNING, SHELLY	LIBRARY BRD MTG 3/13/19	\$50.00
BIBLIONIX	LIBRARY ANNUAL SUBSCRIPT	\$1,700.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$670.74
BOMGAARS	PW SUPPLIES	\$25.97
BOYER TRUCKS	PW SUPPLIES	\$167.75
CARD SERVICES CENTER	FD SUPPLIES	\$365.58
CARD SERVICES CENTER	FIRE DEPT TRAINING	\$1,201.93
CARPENTER, JIM	TRAVEL REIMBURSE	\$14.50
CARROLL CONSTRUCTION SUPP	STORM SEWER SUPPLIES	\$107.10
CENTRAL STATES SOUTHEAST & S	EE HEALTHCARE	\$21,528.00
CLARK EQUIPMENT CO.D/B/A BOBC	STUMP GRINDER	\$6,855.20
CONSUMERS LUMBER	PW BUILDING MAINT	\$20.69
COOKINHAM, JEFF	LIBRARY BRD MTG 3/13/19	\$50.00
COOPERATIVE ENERGY COMPANY	MARCH FUEL INVOICES	\$3,846.16
CRYTEEL TRUCK EQUIPMENT	2019 SNOW PLOW	\$110,719.00
CUMMINS CENTRAL POWER	FULL SERVICE INSPECTION	\$816.95
CUTTING EDGE SALES & SERVICE	FIRE DEPT SERVICE	\$33.75
CYBRARIAN CORPORATION	CYBRARIAN SOFTWARE	\$749.95
DENNIS E MERRY	MARCH JANITORIAL	\$1,700.00
DICKINSON COUNTY NEWS	PUBLICATIONS	\$733.70
DICKINSON RECORDER	OCS RECORDINGS	\$94.00
DON PIERSON FORD	PD 2019 F150 RESPONDER	\$31,484.22
DOTSON, DENNIS	LIBRARY BRD MTG 3/13/19	\$50.00
DUININCK	STREET MAINT	\$705.56
FASTENAL	PW SUPPLIES	\$54.16
FIRE SERV TRAINING BUREAU	LANGHOLZ TRAINING	\$150.00
IOWA STATE UNIVERSITY	FIRE SERVICE TRAINING	\$150.00
FRANKLIN, ELAINE	LIBRARY BRD MTG 3/13/19	\$50.00
GALE GROUP	LIBRARY BOOKS	\$33.74
GANO, JOANN	LIBRARY BRD MTG 3/13/19	\$50.00
GENERAL DRIVERS UNION	UNION DUES	\$322.00
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HEMPHILL, LINDA	COMM CTR BRD MTG 4/3/19	\$25.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,319.35
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,255.68

IOWA FIREFIGHTERS ASSOCIATION	FIRE DEPT DUES	\$748.00
IA. LAKES COMM. COLLEGE	FD-EMS/EMT TRAINING	\$1,954.00
IOWA LAKES ELECTRIC COOP	PHEASANT LANE STREET LIGHT	\$607.00
IPERS	IPERS PROTECTN	\$11,955.30
ISU EXTENSION	LOERTS CONT ED	\$45.00
JAYCOX IMPLEMENT	PW VEHICLE MAINT	\$265.10
JCL SOLUTIONS-JANITORS CLOSET	COMM CTR SUPPLIES	\$144.12
JENNINGS TOW & REPAIR	PW SUPPLIES	\$22.37
KILTS, RICK	LIBRARY BRD MTG 3/13/19	\$25.00
KIMBALL MIDWEST	PW SHOP SUPPLIES	\$63.73
LAKES REGIONAL HEALTHCARE	IMMU-RADCLIFFE	\$154.00
LANGHOLZ, SHANE	TRAVEL REIMBURSE	\$158.58
LINGO	306 Q AVE LIFT STATION	\$60.32
M & T FIRE AND SAFETY	FIRE DEPT EQUIP	\$387.00
MATHESON TRI-GAS INC	SEWER SUPPLIES	\$43.15
MAXYIELD COOPERATIVE	FEBRUARY INVOICES	\$151.40
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$71.00
MCCREA, JIM	COMM CTR BRD MTG 4/3/19	\$25.00
METICULOUS CLEAN	1/16/19-3/1/19 SERVICES	\$214.00
MID-IOWA SOLID WASTE EQUIPME	SEWER VEHICLE MAINT	\$266.35
MILFORD COMMUNICATIONS	PHONE/INTERNET SERVICES	\$119.08
MILFORD COMMUNICATIONS	FIRE DEPT CABLE/INTERNET	\$732.62
MILFORD MUNICIPAL UTILITY	MARCH UTILITY	\$9,396.22
NELSON, WANDA	P & Z MTG 3/21/2019	\$25.00
NWIPDC	ZONING ADMIN SERVICES	\$756.69
ORTMAN, RICH	COMM CTR BRD MTG 4/3/19	\$25.00
PAPE, JULIE	P & Z MTG 3/21/2019	\$25.00
R & D INDUSTRIES	SERVICE AGREEMENT	\$774.50
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.55
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
WEDEKING, SAM	FLOODING INVOICE	\$3,924.55
SCHULTZ, BECCA	LIBRARY SUPPLY REIMBURSE	\$13.14
SECURE BENEFITS SYSTEMS	EE FSA CONTRIB	\$259.88
SEXTON, BRENT	P & Z MTG 3/21/2019	\$25.00
SHORTLEY, MICHELE	LIBRARY BRD MTG 3/13/19	\$50.00
SIMINGTON, BRAD	P & Z MTG 3/21/2019	\$25.00
SIOUX SALES COMPANY	PD VESTS	\$2,469.25
SMART APPLE MEDIA	LIBRARY BOOKS	\$41.90
STEIN LAW OFFICE	LEGAL FEES	\$1,635.00
STEIN LAW OFFICE	MARCH LEGAL SERVICES	\$1,458.08
STOREY KENWORTHY	LIBRARY SUPPLIES	\$80.41
SUNSHINE FOODS	FIRE DEPT SUPPLIES	\$193.75
TREASURER, STATE OF IOWA	STATE TAX	\$2,650.00
TRUE VALUE-MILFORD	MARCH INVOICES	\$143.89
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$192.93
U.S. DEPARTMENT OF TREASR	GARNISHMENT	\$238.17
UNITED COMMUNITY BANK FOR PE	LIBRARY POSTAGE	\$204.61
UNITED COMMUNITY BANK FOR PE	PD STAMPS/EXTRA POSTAGE	\$36.50
VERIZON WIRELESS	LAPTOP/CELL SERVICE	\$430.92
WEDEKING PIT & PLANT	WASHED SAND	\$346.83
TOTAL ACCOUNTS PAYABLE		\$267,587.08
PAYROLL CHECKS		\$54,389.90
**** PAID TOTAL ****		\$321,976.98

Paid from the following funds: General Fund: 121,723.63; Road Use Tax: 24,721.51; Employee Benefits: 18,009.00; Capitol Equipment LOST: 110,719.00; Capitol Project Reserve: 29,284.00; Hill Drive Project: 2,682.50; H Ave project: 1,449.74; FEMA Flood 2019 Project: 4,841.41 Sewer Utility Fund: 7,539.09; Storm Water Utility Fund: 307.10

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 107,890.59; Road Use Tax: 25,522.14; Employee Benefits: 13,658.94; Hotel/Motel Tax: 11,688.52; TIF: 51,504.35; LMI Fund: 1,547.86; Debt Service: 15,725.39; Capitol Equipment (LOST) 1,190.66; Capital Project Reserve: 3,095.72; Sewer Utility: 23,420.23; Storm Water Utility: 10,240.51

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the March Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Fire and Police reports. March minutes from Park Board, Planning & Zoning and Library along with April events, Dickinson County Sanitary Landfill Commission minutes/Treasurer's report from March. There was no Community Center meeting for the month of March.

PUBLIC HEARING

Public hearing proposed plans, specifications, form of contract, and estimated total cost on H Avenue Phase III at 6:30 P.M.

Mayor Anderson opened the public meeting at 6:32 p.m. City Clerk Reinsbach mentioned no written comments were received at the City Clerk's office. Jason Eygabroad with Beck Engineering informed the Council the City received four bids. Of the four bids two being fairly competitive, one in the middle and the other high. Hulstein Excavating, Inc. was the lowest bid. The Council expressed some concerns due to past issues with Hulstein Excavating, Inc. completing a 2017 alley project in Milford. Jason explained because the City is using federal funding, there is no other option but to accept the lowest bid and after some due diligence Hulstein Excavating, Inc. is better known for their larger projects. With no other comments from the public Mayor Anderson closed the public hearing was at 6:38 p.m.

Public hearing to review and consider accepting bid on H Avenue Phase III at 6:35 P.M.

Mayor Anderson opened the public meeting at 6:38 p.m. City Clerk Reinsbach mentioned no written comments were received at the City Clerk's office. With no other comments from the public Mayor Anderson closed the public hearing was at 6:39 p.m.

ACTION & DISCUSSION ITEMS

Resolution approving proposed plans, specifications, form of contract and estimated total cost for the H Avenue Phase III construction project

Motion by Yungbluth second by Hinshaw to approve **Resolution 19-19** Resolution approving proposed plans, specifications, form of contract and estimated total cost for the H Avenue Phase III construction project. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution awarding bid for the H Avenue Phase III construction project

Motion by Yungbluth second by Olsen to approve **Resolution 19-20** Resolution awarding bid for the H Avenue Phase III construction project to Hulstein Excavating, Inc. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried. The bid amount was \$1,418,367.55.

Resolution setting City Administrator compensation

Mayor Anderson reviewed that at the March 25th, 2019 council meeting the Council gave direction to move forward with having City Attorney draw a resolution setting City Administrator compensation similar to what Chief Clark is getting. City Administrator Reinsbach explained that Chief Clark compensation is based on 120 hours at 10 days and 12 hours per shift, and City Administrator is based on 80 hours at 10 days and 8 hours per shift. Councilman Hinshaw and Frederick feel this action item should be tabled and reviewed by the Personnel Committee and brought back to the council. Councilman Huse question what needs to be reviewed and commented that what you do for one salary position you should do for the other salary position. Motion by Yungbluth second by Olsen to table and forward to Personnel Committee for discussion and review. Voting aye: Hinshaw, Olsen, Frederick, and Yungbluth. Nay: Huse. Motion carried.

Review and discuss letter of recommendation from P&Z and consider relocating alley west of 1310 13th Street

Mayor Anderson explained a letter of recommendation from the March 21st, 2019 P&Z meeting was in the council packets and that he attended the P&Z meeting to help relay to the P&Z board the views of the council. Anderson explained City Attorney Stein emailed LeAnn explaining a survey of the change to the property would need to be completed before setting a public hearing. City Administrator Reinsbach explained the current and proposed change requested regarding the alley. Councilman Olsen asked Zoning Administrator Don Brinkley what his opinion was and Brinkley replied that it makes no difference, but the purposed change would make 1310 13th Street property more functional for the property owner. Reinsbach explained if the council accepts to move forward with the purposed change that it would deny three home owners access to their property from the purposed alley. Councilman Hinshaw asked Reinsbach the opinion of the homeowners that would be denied access and Reinsbach explained she could not answer that question as none of the homeowners have been present at the meetings. After some further discussion a motion by Hinshaw second by Fredrick to move forward with considering relocating alley west of 1310 13th Street after purposed area is surveyed and brought back to council at the expense of Kent Simonson. All voting aye. Motion carried.

Approval of Professional Services Agreement Amendment No.1 with Beck for 2019 City of Milford H Avenue Phase III Reconstruction project

Motion by Yungbluth second by Huse to approve Professional Services Agreement Amendment No.1 with Beck for 2019 City of Milford H Avenue Phase III Reconstruction project. All voting aye. Motion carried.

Approval of proposal from Certified Testing for construction material testing for H Avenue Phase III reconstruction project

Motion by Yungbluth second by Huse to approve proposal from Certified Testing for construction material testing for H Avenue Phase III reconstruction project. All voting aye. Motion carried.

Discuss condition of roads in the South Shore area

Public Works Director Kent Eilers spoke to council in regards to the condition of the roads in the South Shore area. Eilers expressed the roads are progressively deteriorating and he's not sure how much longer they will hold and wants council aware of the situation. Eilers explained the City will have to hire out the larger patching jobs for repair. Councilman Yungbluth voiced there are a number of roads in town that are also deteriorating and the council should consider discussing a plan for future repair and not just seal coating. Mayor Anderson explained the roads are of one concern but the council should also consider the infrastructure underneath the road when thinking of future repair plans.

Discussion on changing city office hours

City Administrator Reinsbach provided documentation on surrounding city office hours and explained the office doesn't get the amount of foot traffic we used to due to exiting the garbage business and selling bags. Council discussed and suggested we try new hours and if it doesn't work we can always switch back. Motion by Yungbluth second by Hinshaw to change office hours to 7:30am-4:00p.m. Monday-Friday starting April 29, 2019. All voting aye. Motion carried.

Review and approve Frontline Warning Systems contract

City Administrator Reinsbach mentioned there is a reduced rate on the contract due to the one siren that is not operational. Reinsbach communicated she is working on getting the siren relocated. Motion by Yungbluth second by Huse to approve Frontline Warning Systems contract. All voting aye. Motion carried.

Review proposal from Northwest Glass for maintenance on doors/windows on Community Center building

Motion by Huse second by Olsen to approve proposal from Northwest Glass for maintenance on doors/windows on Community Center building. All voting aye. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Councilman Hinshaw explained the he and Councilman Frederick visited the water easement issue and drainage at Kent and Kami Eilers, he expressed that maybe in the future the council should look at doing something different. Mayor Anderson spoke on what he learned from the FEMA meeting he attended and what could be available to the City that would take a lot of work, but many benefits in the end. Councilman Huse mentioned that he thought it would be nice to send the Alexanders a "Thank You" card and gift card for allowing the City to pump water to their pit.

With no other discussion, motion to adjourn by Yungbluth second by Huse at 7:32 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

Carrie Funk, Deputy City Clerk