

MILFORD CITY COUNCIL
 REGULAR MEETING
 APRIL 9, 2018
 6:30 PM

The Milford City Council met in regular session April 9, 2018 at 6:30 p.m. in the Community Center Board Room Mayor Steve Anderson presided.

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

Absent: None

Others present: Kent Eilers, Bob Clark, City Attorney Harold Dawson, Matt Schoer, Maleayia Schroes, Seth Voss, Paul Schmidt, Jacob Dixon, Frankie Watery, Brennen Zemm, Austin Thoreson, Austin Schutt, John Bauer, Greta Goodlaxson, Kyle Anderson, Halleigh Hawkins, Kyelee Prince, Sam Fedness, Wyatt Janiceck, Brooke Harrington, Emily Alger, Madison Kueper, Hannah Poolman, Tanner Thomsen, Ally Morreim

Steve Anderson led the Pledge of Allegiance.

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

Motion by Olsen seconded by Hinshaw to approve consent agenda. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes March 26, 2018 council meeting
- Liquor license renewal-The Coffee Shop
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$889.12
ALLIANT ENERGY	SIGN UTILITY	\$21.96
AMAZON/GEGRB	LIBRARY SUPPLIES/VIDEOS	\$98.77
ANDERSON, GILLIAN	REIMBURSE LIBRARY MNGMNT CL	\$69.21
ARNOLD MOTOR SUPPLY	MARCH INVOICES	\$3,250.13
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,016.39
BECK ENGINEERING INC	CITY ENGINEERING SERVICES	\$2,805.00
BERGLUND, SCOTT	P & Z MEETING	\$25.00
BERNING, SHELLY	LIBRARY BRD MTG 4/4/18	\$25.00
BIBLIONIX	LIBRARY SUBSCRIPTION	\$1,700.00
BIRCH	306 Q AVE PHONE LINE	\$59.33
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$884.30
BLUEGLOBES, LLC	AIRPORT GLOBE	\$69.69
BOMGAARS	PW SHOP SUPPLIES	\$25.72
BOYER TRUCKS	PW VEHICLE MAINT	\$374.38
BRINKS CONSULTING	MARCH SERVICES	\$275.00
BROWN SUPPLY	VEHICLE MAIN	\$947.56
CARD SERVICES CENTER	MARCH INVOICES	\$762.74
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$22,890.00
CONSUMERS LUMBER	BUILDING MAIN-DOOR	\$899.75
COOPERATIVE ENERGY COMPANY	MARCH INVOICES	\$2,661.48
CUMMINS CENTRAL POWER	FIRE DEPT SERVICES	\$796.23
CYBRARIAN CORPORATION	LIBRARY SOFTWARE SUBSCRIPT	\$749.95
D.E. WILLIAMS SHIELDS	FIRE DEPT SUPPLIES	\$66.00
DANNATT, MARY	COMM CTR MTG 4/4/18	\$25.00
DATA TECHNOLOGIES INC.	ACCOUNTING SYSTEM	\$1,672.50
DEKOTER,THOLE,DAWSON,& ROCKM	MISC LEGALS	\$1,277.65
DENNIS E MERRY	CLEANING SERVICES MARCH	\$1,700.00
DEWEYS UPHOLSTERY	LIBRARY SERVICES	\$799.50
DICKINSON COUNTY	SANDING SALT	\$600.00
DICKINSON COUNTY NEWS	PUBLICATIONS	\$553.58
DOTSON, DENNIS	LIBRARY BRD MTG 4/4/18	\$25.00
DUBOIS, DAVID	AIRPORT BRD MTG 10/17 CHK REIS	\$25.00
FASTENAL	MARCH INVOICES	\$286.99
FRANKLIN, ELAINE	LIBRARY BRD MTG 4/4/18	\$25.00
GANO, JOANN	LIBRARY BRD MTG 4/4/18	\$25.00
GENERAL DRIVERS UNION	DUES	\$350.00
GENERAL TRAFFIC CONTROLS	SERVICE CALL	\$312.50
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
GREAT LAKES MOTOR COMPANY	FIRE DEPT PARTS	\$146.50
GURNEY	SEWER CHEMICAL & SUPPLIES	\$217.51
HEIMAN INC.	FIRE DEPT SUPPLIES	\$1,626.75
HEMPHILL, LINDA	COMM CTR MTG 4/4/18	\$25.00

HTM SALES INC.	LIFT STATION SUPPLIES	\$492.45
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,575.13
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,639.15
IOWA LAKES CONTINUING EDUCATI	FIRE DEPT EMS REVIEW	\$54.00
IPERS	IPERS PROTECTN	\$10,724.46
ISU EXTENSION	LIBRARY STORY TIME	\$25.00
JAYCOX IMPLEMENT	PW BOBCAT MAINTENANCE	\$232.70
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES	\$186.57
KEIZER, ROBB	COMM CTR MTG 4/4/18	\$25.00
KILTS, RICK	LIBRARY BRD MTG 4/4/18	\$25.00
LAKES NEWS SHOPPER	PARKS EMPLOY ADS	\$138.60
MENARDS - SPENCER	STREET REPAIR	\$306.84
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$160.50
MID-IOWA SOLID WASTE EQUIPMENT	PUBLIC WORKS VEHICLE MAINT	\$191.95
MIDAMERICA BOOKS	LIBRARY BOOKS	\$100.70
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT SERVICES	\$203.90
MIKE SCHIPPER TRAINING	FIRE DEPT TRAINING	\$285.20
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$614.61
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES FEB/MAR	\$844.69
MILFORD ELECTRIC INC.	PW BUILD MAINTENANCE	\$303.56
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$9,781.38
MILFORD MUNICIPAL UTILITY	MARCH UTILITIES	\$10,106.64
MUNICIPAL EMERGENCY SERVICES I	FIRE DEPT SUPPLIES	\$443.06
NELSON, WANDA	P & Z MEETING 3/15/2018	\$25.00
NORTH CENTRAL INT'L, INC.	PW VEHICLE MAINT	\$166.12
ORTMAN, RICH	COMM CTR MTG 4/4/18	\$25.00
PAPE, JULIE	P & Z MEETING 3/15/18	\$25.00
PIONEER PRINTING	PD SUPPLIES	\$95.82
POCAHONTAS PUBLIC LIBRARY	DAMAGED BOOK REPLACE	\$16.00
R & D INDUSTRIES	SERVICE AGREEMNT	\$935.76
CAMPUS CLEANERS	PD SERVICES	\$100.15
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$55.00
ROOS, ADAM	DAMAGED MAILBOX REIMBURSE	\$58.84
WEDEKING, SAM	SNOW HAUL	\$1,800.00
SEXTON, BRENT	P&Z MTG 11/16/17 CHK REISSUE	\$25.00
SEXTON, BRENT	P & Z MEETING 3/15/18	\$25.00
SMART APPLE MEDIA	LIBRARY BOOKS	\$110.75
SPENCER AUTO PARTS INC.	PW VEHICLE MAINT	\$41.20
STOREY KENWORTHY	LIBRARY SUPPLIES	\$32.99
STOREY KENWORTHY	OFFICE/PD SUPPLIES	\$624.26
SUPERIOR SIGNALS INC.	STREET SWEEPER MAINT	\$101.72
TREASURER, STATE OF IOWA	STATE TAX	\$2,767.00
TRUE VALUE-MILFORD	MARCH INVOICES	\$267.94
UNITED COMMUNITY BANK FOR PET	LIBRARY POSTAGE	\$171.13
UPKEEP	OLD CITY HALL REPAIR	\$62.09
UPPER DES MOINES OPPORTUNITY I	FY18 ALLOCATED CITY FUNDING	\$1,400.00
VERIZON WIRELESS	MARCH SERVICES	\$468.06
WASTE MANAGEMENT	MARCH GARBAGE SERVICES	\$13,626.73
WEDEKING PIT & PLANT	CRUSHED ROCK	\$270.75
YOGA OKOBOJI	LIBRARY STORY TIME	\$25.00
TOTAL ACCOUNTS PAYABLE		\$126,950.02
PAYROLL CHECKS		\$56,597.65
**** PAID TOTAL ****		\$183,547.67

Paid from the following funds: General Fund: 116,829.57; Road Use Tax: 24,005.80; Employee Benefits: 19,415.63; Sewer Utility Fund: 9,269.95; Garbage Utility: 14,026.72

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 114,499.44; Road Use Tax: 25,808.90; Employee Benefits: 6,107.41; Hotel/Motel Tax: 9,068.61; TIF: 18,051.96; LMI Fund: 873.38; Debt Service: 8,649.73; Capitol Equipment (LOST): 403.10; Capital Project Reserve: 2,446.76; Sewer Utility: 25,297.78; Garbage Utility: 18,050.88; Storm Water Utility: 9,518.52

Council then joined Milford Municipal Utilities Board of Trustees in the West ½ of the Community Center for a Joint meeting

Discussion on community solar property

Eric Stoll opened up the conversation and felt the board would like to move forward installing solar panels on the city owned property located on the southwest side of Hwy 71 based on results from a recent engineering study. Eric is asking that the city turn over the property to MMU. A draft agreement has been revised from a couple of years ago that

now includes an easement for the Iowa Great Lakes Sanitary District to maintain the sanitary lift station which is owned by the City of Milford. The question was asked if tax payers would see an increase as a result of the project, Stoll said it will not have an increase on tax payers or rate payers. Motion by Olsen, seconded by Hinshaw to move forward with the agreement. Mayor Anderson commented we haven't even seen the agreement and Attorney Harold Dawson interjected it's on the agenda for discussion. The general consensus was to look over the agreement during the next meeting and make a decision from there.

H Avenue Street and Utilities Phase III 10th -13th Street Reconstruction Project

Milford Municipal Utilities hasn't formally approved the design standards for the last phase of the project and wanted to know what kind of time frame the city is looking at. Administrator Reinsbach explained she has been working with Darrin Bumgarner in relation to a CDBG (Community Development Block Grant- Income Survey). The hopes are to get this done by the end of April or first part of May. Once surveys are compiled the information will be sent to Darrin with NWIPDC to go through an environmental process. The goal is to have grant information turned in by July 1st. It normally takes two to three months before the city would hear back. Depending on the outcome, the city could have a bid letting later this year and start construction in the spring of 2019. MMU board member Wanda Nelson asked if MMU would be part of the grant process. Reinsbach said no, after talking with NWIPDC because the water portion of the project is so little compared to the overall project typically water mains do not get funded and could jeopardize the grant. MMU board member Mike Anderson asked if the survey area would include Westview Drive and Clover Lane. Reinsbach noted it would be the intent of this project that the end result will help alleviate the back-up of storm water and sewer in basements in affected neighborhoods and also in the future if there would be any continued growth west of the nursing home. As this project progresses in previous discussion with our engineer the plan is to have a meeting with all the residents along H Ave. The city understands this is going to be a difficult project due to the length of the project as well as there is very limited access to the homes during the construction phase.

Discussion regarding County owned property adjacent to water plant

Mayor Anderson stated there has been previous meetings with Dickinson County Engineer Dan Eckert, Dickinson County Board of Supervisor Tim Fairchild, Kent Eilers, Eric Stoll, and Administrator Reinsbach in regards to the old county building along A34. Anderson also mentioned he has sent a couple of letters to Tim Fairchild. Eric Stoll stated it would be nice to get that property as it fits in well with their 10 year master plan for a possible water plant expansion. Like the solar property the land/buildings under Iowa Code, Municipal Utilities can't own real-estate, so the City would own the property and transfer the use to MMU. Instead of a purchase agreement it's a transfer of real-estate agreement. Mayor Anderson would like to get this wrapped up in the next six months.

10th St. LED lighting project discussion

Discussion took place in regards to what type of poles and lighting could be used on the project to replace 8 poles/fixtures along 10th St. Stoll went over some prices starting at the lower end of \$400.00 for a wood pole up to \$1,000.00 for an aluminum or steel pole. The utilities would donate the conduit, conductor and labor. Reinsbach asked how long the project would take from start to finish and also reminded council that \$15,000 was set aside in the budget. Stoll figured it would take about two weeks and that would be with the help of a city crew. Stoll also commented there will be other expense to be considered, street boring and other incidentals on materials. The council requested that Eric provide some pictures with a more concrete cost using aluminum poles and white LED lighting. Council will address during a future council meeting.

City of Milford A34/13th Street Reconstruction Project update

Administrator Reinsbach spoke about the project and said that she and City Engineer Brad Beck attended a meeting in Spencer last Thursday in regards to Federal grant funding. The City was asking and awarded close to \$1.6 million in funding for the project. Reinsbach mentioned there will another meeting to review and confirm the amounts, and to her knowledge that meeting date has not been set. Together with Beck Engineering the city will look into additional grant funding as the project gets closer in relation to bike trails, etc. The A34/13th reconstruction project is a joint project between Dickinson County, MMU and the City of Milford. The total cost of the project is close to \$5 million. The City of Milford portion is 52%, MMU is 11%, Dickinson County is 2% and the remaining 35% falls back on Federal Funding.

Other

MMU General Manager Eric Stoll talked about further expansion along Woodlyn Drive and that currently the Mayer Subdivision is the end of the service territory for MMU and asked that in the event there would be an expansion the city talk about fire protection in order for MMU to try and expand as a service provider. Stoll asked about an update on garbage. Mayor Anderson stated that the contract with Waste Management is up for discussion during the regular portion on our meeting and that Waste Management will take over the billing for both garbage and recycling and provide recycling bins at current city owned facilities as well as the school. City Administrator Reinsbach noted that she had received an email from Eric Stoll in regards to removing the \$200.00 MMU is currently charging the city in relation to previous discussions about garbage. After further research those charges are actually related to adding a line item for storm sewer so MMU will continue to bill the city as normal. Reinsbach also commented she and Stoll have been

talking about replacing the lights in the former Gressley area with something lower to the ground that will provide adequate lighting. The current poles are not very strong and the city has replaced 2-3 poles in the past couple of years. It was also discussed both boards are going to try and meet every six month for a joint meeting.

After the joint meeting the Milford City Council moved back into the Community Center Board Room to carry on with business as normal.

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 Community Center, Park Board, Planning & Zoning, and Library along with March events, Dickinson County Sanitary Landfill Commission and Treasurer's February report.

ACTION & DISCUSSION ITEMS

Ordinance amending chapter 155 Erosion and Sediment Control

Councilmember Yungbluth introduced **Ordinance 4-9-18** Ordinance Amending Chapter 155 Erosion and Sediment Control and moved to waive the requirement that the ordinance be considered at a third reading. Councilmember Frederick seconded the motion to waive the requirement that the ordinance be considered at a third reading. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Yungbluth second by Hinshaw to adopt **Ordinance 4-9-18** Ordinance Amending Chapter 155 Erosion and Sediment Control Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Review Waste Management proposal

Council along with City Attorney Harold Dawson reviewed the agreement with Waste Management. Harold was concerned about paragraph VII Indemnification, subparagraph a, where it provides that the City will indemnify Waste Management for any negligent acts of a "resident". Harold believes the term "resident" should be deleted. If an act of a resident causes any damage, this should be the liability of the resident and not the City. Reinsbach said she would reach out to Jay before the next council meeting.

Discussion on mailbox replacement – Jackie Martin

The council reviewed photos submitted by the head of the City street department and the reimbursement request submitted by Jackie Martin. After some discussion it was determined that the placement of the mailbox did not meet the requirements under city code 135.14 (7) the front of the mailbox did not set back the required 6" from the back of the curb. Motion by Yungbluth second by Olsen to deny reimbursement request for damaged mailbox/post for Jackie Martin and send a letter along with the copy of both the city ordinance and post office requirements. All voting aye: Motion carried.

Approve Resolution for purchase of snow plow truck, chassis with accessories and loader box plow

Motion by Yungbluth second by Olsen to approve **Resolution 18-17** Approve Resolution for Purchase of Snow Plow Truck, Chassis with Accessories and Loader Box Plow. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Administrator Reinsbach said she is currently putting together information for a budget amendment and plans to have this ready for next council meeting. Mayor Anderson talked briefly about the Council of Government meeting that was held on April 5th. During the meeting there was a discussion in regards to the Iowa State Legislature and the Branstad/Reynolds Administration deciding to reduce commercial property taxes. By doing this, the state would provide a "backfill". Iowa Republicans are moving to eliminate the backfill and it was discussed by the group to start drafting a letter to keep the backfill. The next COG meeting will be May 6th at 6:00 p.m.

With no other discussion, motion to adjourn by Yungbluth seconded by Hinshaw at 7:45 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk