

MILFORD CITY COUNCIL
 REGULAR MEETING
 AUGUST 13, 2018
 6:30 PM

The Milford City Council met in regular session August 13, 2018 at 6:30 p.m. in East ½ of the Community Center Board

Mayor Steve Anderson presided.

Members present: Don Olsen, Andy Yungbluth, Bill Huse and Doug Frederick arrived at 6:34

Absent: Chris Hinshaw

Others present: City Administrator LeAnn Reinsbach, City Attorney David Stein, Public Works Director Kent Eilers, Police Office Jesse Hoss, Jason Eygabroad, Sherri Jones, Chad Jones, Justin Bouse, Dave Vonk, Dave Huntress, Darlene Moritz, Mary Dannatt, Mary Johnson, Sheri Daugherty, Jerry Daugherty, Nick Jones, and Julie Bahl

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 July 26, 2018 council meeting
- Liquor license renewal Dyno Oil Company, Incorporated
- Monthly bills as listed below: (approved) and bills paid in vacation

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| ADVANCED SYSTEMS INC | FIRE DEPT PRINTER | \$112.01 |
| AFLAC | AFLAC PRE TAX | \$889.12 |
| ALLIANT ENERGY | SIGN UTILITY | \$22.10 |
| ALPHA WIRELESS COMM. CO. | FIRE DEPT SUPPLIES | \$43.11 |
| AMAZON/GEIC | LIBRARY SUPPLIES | \$116.76 |
| ANDERSON, GILLIAN | LIBRARY SUPPLY REIMBURSE | \$106.10 |
| ARNOLD MOTOR SUPPLY | JULY INVOICES | \$841.73 |
| AXON ENTERPRISE, INC. | PD BATTERY PACK | \$370.00 |
| BAKER & TAYLOR INC. | LIBRARY BOOKS | \$1,019.81 |
| BARCO MUNICIPAL PROD. INC | SIGN POSTS FOR STOP SIGNS | \$846.56 |
| BECK ENGINEERING INC | SEAL COAT/STH SHORE/CITY ENGN | \$9,459.50 |
| BERNING, SHELLY | LIBRARY BRD MTG 8/1/18 | \$25.00 |
| BIO SYSTEMS INC. | ASPHALT RELEASE | \$1,360.00 |
| BIRCH | Q AVE LIFT STATION | \$119.62 |
| BLACK HILLS ENERGY | FIRE DEPT UTILITY | \$102.08 |
| BLACK HILLS ENERGY | FIRE DEPT UTILITY | \$116.95 |
| BOMGAARS | PARKS/FIRE DEPT SUPPLIES | \$891.84 |
| BRINKS CONSULTING | JULY SERVICES | \$548.50 |
| CARD SERVICES CENTER | FIRE DEPT TRAVEL/TRAINING | \$352.03 |
| CARD SERVICES CENTER | TRAVEL/TRAINING | \$1,552.13 |
| CARROLL CONSTRUCTION SUPP | STREET MAINT | \$325.03 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$18,547.20 |
| CERTIFIED TESTING SERVICES INC | SHOUTH SHORE ALLEY TESTING | \$1,530.00 |
| COLEMAN, VAUGHN | AIRPORT SHED JANITORIAL | \$100.00 |
| CONSUMERS LUMBER | BANNER FRAMES | \$80.04 |
| COOPERATIVE ENERGY COMPANY | JULY INVOICES | \$3,227.79 |
| CORALVILLE PUBLIC LIBRARY | LIBRARY BOOK REPLACEMENT | \$25.99 |
| CREATIVE PRODUCT SOURCE | LIBRARY SUPPLIES | \$137.24 |
| CRYTEEL TRUCK EQUIPMENT | PW VEHICLE MAINT | \$268.66 |
| CUTTING EDGE SALES & SERVICE | PARKS SUPPLIES | \$213.39 |
| DEKOTER,THOLE,DAWSON,& ROCKM | MISC LEGALS | \$1,422.00 |
| DEMCO | LIBRARY BOOKS | \$228.69 |
| DENNIS E MERRY | JULY JANITORIAL SERVICES | \$1,700.00 |
| DICKINSON CO. EMERG MED SERV A | SUPPORT CONTRIB | \$2,173.50 |
| DICKINSON COUNTY CONSERVATION | JUNE/JULY GREEN WASTE | \$1,820.00 |
| DICKINSON COUNTY EM | FY18-19 EMERG MNGMNT CONTRIB | \$10,989.85 |
| DICKINSON COUNTY LANDFILL CO | FY18-19 LANDFILL ASSESSMENT | \$8,484.00 |
| DICKINSON COUNTY NEWS | JUNE AD PUBLICATIONS | \$1,445.96 |
| DICKINSON RECORDER | CHERISH CENTER RECORD FEES | \$22.00 |
| DOTSON, DENNIS | LIBRARY BRD MTG 8/1/18 | \$25.00 |
| DUNINCK | STREET PATCHING | \$5,194.12 |
| EXCEL AUTO BODY | PD 11 EXPLORER WINDSHIELD | \$435.23 |
| FASTENAL | SHOP SUPPLIES | \$22.12 |

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| FOCUS POLY INC | PARK PICK UP BAGS | \$152.70 |
| FRANKLIN, ELAINE | LIBRARY BRD MTG 8/1/18 | \$25.00 |
| FUNK, CARRIE | CLERK SCHOOL TRAVEL REIMBUR | \$190.75 |
| FUNK, JOE | BOA MTG 7/12/18 | \$50.00 |
| GALE GROUP | LIBRARY BOOKS | \$33.74 |
| GALEN'S PRO-MOW | PW VEHICLE MAINT | \$26.28 |
| GALLS LLC | CLARK CLOTHING ALLOWANCE | \$144.21 |
| GAÑO, JOANN | LIBRARY BRD MTG 8/1/18 | \$25.00 |
| GENERAL DRIVERS UNION | UNION DUES | \$350.00 |
| GENERAL TRAFFIC CONTROLS | LED TRAFFIC LIGHTS | \$2,197.43 |
| GENERAL TRAFFIC CONTROLS | LED TRAFFIC LIGHTS | \$183.00 |
| GOULD, RICK | AIRPORT COMM MTG 8/2/18 | \$25.00 |
| GRAHAM TIRE COMPANY | FIRE DEPT TIRES | \$595.56 |
| GREAT AMERICA LEASING CORP. | LIBRARY COPIER | \$110.43 |
| HELLER ENTERPRISES LLC | AUGER FOR PIONEER DAYS | \$45.00 |
| HUNTRESS DAVID | BOA MTG 7/19/18 | \$25.00 |
| INTERNAL REVENUE SERVICE | FED/FICA TAX | \$7,674.98 |
| INTERNAL REVENUE SERVICE | FED/FICA TAX | \$7,767.86 |
| INTERNAL REVENUE SERVICE | FED/FICA TAX | \$8,429.85 |
| INTERSTATE ALL BATTERY CENTER | FIRE DEPT SUPPLIES | \$25.20 |
| INTOXIMETERS | PD SUPPLIES | \$38.00 |
| IOWA DEPARTMENT OF NATURAL RE | FULLER AIRPORT STRM WTR DSHC | \$175.00 |
| IOWA GREAT LAKES SANITARY DIST | DISTRICT SEWER 1/1-6/30 | \$1,282.53 |
| IOWA LAKES ELECTRIC COOP | MUNICIPAL LIGHTING | \$20.00 |
| IOWA ONE CALL | JUNE LOCATES | \$68.40 |
| IPERS | IPERS REGULAR | \$10,368.98 |
| JCL SOLUTIONS-JANITORS CLOSET | JANITORIAL SUPPLIES | \$212.55 |
| JONES, SHERRI | BOA MTG 7/12/18 | \$25.00 |
| LAKES FOAM LEVELING | HWY 71 SIDEWALK/SSEWER LEVEL | \$5,620.00 |
| LORENZEN, JASON | BOA MTG 7/12/18 | \$50.00 |
| M & T FIRE AND SAFETY | FIRE DEPT SUPPLIES | \$4,731.00 |
| MARTIN'S FLAG CO. | PARKS/CITY FLAGS | \$209.17 |
| MATHESON TRI-GAS INC | PW SHOP SUPPLIES | \$336.76 |
| MAXYIELD COOPERATIVE | STREET MAINT | \$117.98 |
| MAXYIELD COOPERATIVE | FIRE DEPT FUEL | \$235.27 |
| MED COMPASS | FIRE DEPT SERVICES | \$1,965.00 |
| MENARDS - SPENCER | BUILDING MAINT | \$147.42 |
| MILFORD COMMUNICATIONS | FIRE DEPT TV/INTERNET | \$719.00 |
| MILFORD MUNICIPAL UTILITY | JULY UTILITY | \$7,088.48 |
| NELSON, WANDA | P&Z MTG 7/19/18 | \$25.00 |
| NEWMAN SIGNS, INC. | STREET SIGNS | \$35.68 |
| NORTH CENTRAL INT'L, INC. | PW VEHICLE MAINT | \$2.39 |
| NORTHWEST GLASS COMPANY | COMM CTR DOOR | \$224.10 |
| NOTEBOOM IMPLEMENT LLC | PARKS MOWER | \$3.43 |
| NWIPDC | FY 19 1ST SHIELD DRAW | \$2,000.00 |
| OVERDRIVE INC. | FY18-19 LIBRY EBOOK SUBSCRIP | \$616.74 |
| OVERHEAD DOOR SALES | FIRE DEPT SERVICE | \$279.00 |
| PAPE, JULIE | P&Z MTG 7/19/18 | \$25.00 |
| PARTYFUN RENTALS, LLC | LIBRARY SUPPLIES | \$370.00 |
| PEARSON LAKES ART CENTER | FY18-19 FUNDING REQUEST | \$2,000.00 |
| PFEFFER PRECAST, LLC | PLATE PACKER | \$3,095.00 |
| PIONEER PRINTING | SUPPLIES-ENVELOPES | \$126.85 |
| PITNEY BOWES | POSTAGE MACHINE LEASE | \$193.65 |
| POWER LINE SUPPLY | LIGHT POLES | \$10,120.00 |
| PURCHASE POWER | CITY HALL POSTAGE | \$201.00 |
| R & D INDUSTRIES | SERVICE AGREEMENT | \$774.50 |
| CAMPUS CLEANERS | PD SERVICES | \$100.15 |
| REETZ, LEEANN | BOA MTG 7/12/18 | \$25.00 |
| REINSBACH, LEANN | TRAVEL REIMBURSE | \$186.41 |
| RICK'S PEST CONTROL | FIRE DEPT SERVICES | \$95.00 |
| SCHLEY, CARLA | LIBRARY BRD MTG 8/1/18 | \$25.00 |
| SECURE BENEFITS SYSTEMS | EE FSA CONTRIBUTIONS | \$279.88 |
| SECURE BENEFITS SYSTEMS | EE FSA CONTRIBUTIONS | \$279.88 |
| SEXTON, BRENT | P&Z MTG 7/19/18 | \$25.00 |
| SIMMERING CORY IA CODE | JULY 18 SUPPLEMENT | \$73.00 |
| STATE LIBRARY OF IA | FY19 LIBRARY PACKAGE SUBSCRIP | \$258.88 |
| STATE STEEL SUPPLY COMPANY | FIRE DEPT SUPPLIES | \$185.90 |
| STEIN LAW OFFICE | LEGAL FEES | \$3,646.07 |
| STEIN, CHRIS | AIRPORT COMM MTG 8/2/18 | \$25.00 |
| STOREY KENWORTHY | CITY HALL SUPPLIES | \$506.93 |
| STUART C IRBY CO BR983 | 10TH LED LIGHTING PRJCT | \$1,005.60 |
| SULLIVAN CONCRETE | 1005 K AVE CURB REPLACEMENT | \$1,200.00 |

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| SULLIVAN CONCRETE | 7/18-7/24 CONCRETE SERVICES | \$5,550.00 |
| SUNSHINE FOODS | PW SUPPLIES | \$84.67 |
| TOP NOTCH GRAPHIX | RECYCLING DECALS | \$150.00 |
| TREAS. - STATE OF IOWA | QTRLY SEWER & S/SEWER TAX | \$1,750.00 |
| TREAS. - STATE OF IOWA | OVR PYMNT QTRLY SALES TAX | \$1,615.00 |
| TREASURER, STATE OF IOWA | STATE TAX | \$2,716.00 |
| TRUE VALUE-MILFORD | JULY INVOICES | \$496.07 |
| U.S. BANK EQUIP FINANCE | CITY HALL COPIER | \$270.46 |
| UNITED COMMUNITY BANK FOR PET | LIBRARY POSTAGE | \$122.23 |
| UPKEEP | CITY HALL SERVICES | \$299.73 |
| UPPER DES MOINES OPPORTUNITY I | FY19 FUNDING | \$1,400.00 |
| VANDER HAAG'S INC. | PW VEHICLE MAINT | \$313.78 |
| VERIZON WIRELESS | CELL/LAPTOP SERVICES | \$446.86 |
| VERIZON WIRELESS | CELL/LAPTOP SERVICES | \$509.07 |
| VOLUNTARY ACTION CENTER | DONATION | \$1,000.00 |
| WASTE MANAGEMENT | 6/16-6/30 LANDFILL CHARGES | \$2,156.12 |
| WEDEKING PIT & PLANT | 11TH & T AVE STREET REPAIR | \$370.77 |
| WITTROCK LAWN SERVICE | CEMTRY MOW 7/6,7/13,7/19,7/27 | \$1,500.00 |
| WOODLYN ENTERPRISES INC. | STUMP REMOVAL 708 11TH | \$90.75 |
| WORKMAN, MIKE | AIRPORT COMM MTG 8/2/18 | \$25.00 |
| ZALABOWSKI, RICHARD | CLOTHING ALLOWANCE REIMBU | \$78.00 |
| TOTAL ACCOUNTS PAYABLE | | \$187,754.84 |
| PAYROLL CHECKS | | \$70,357.11 |
| **** PAID TOTAL **** | | \$258,111.95 |

Paid from the following funds: General Fund: 173,885.19; Road Use Tax: 43,276.34; Employee Benefits: 15,732.00; Hotel/Motel: 2,000.00; Capitol Equipment LOST: 3,373.64; H Ave project: 2,082.57; Sewer Utility Fund: 10,134.03; Garbage Utility: 2,356.12; Storm Water Utility Fund: 5,272.06

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 18,660.01; Road Use Tax: 27,637.60; Employee Benefits: 1,829.59; Hotel/Motel Tax: 189.34; TIF: 713.05; LMI Fund: 1,230.71; Debt Service: 1,790.21; Capitol Equipment (LOST): 52,086.17; Capital Project Reserve: 2,461.42; Sewer Utility: 23,636.67; Garbage Utility: 18,307.57; Storm Water Utility: 10,153.03

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the July Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Fire, Police reports. July minutes from Board of Adjustments, Community Center, Park Board, Planning & Zoning, and Library along with August events, Dickinson County Sanitary Landfill Commission June minutes.

PUBLIC HEARING

Proposal to amend Chapter 69- Parking Regulations Ordinance and Section 69.03 to allow additional angle parking on the south side of 8th Street between M Avenue and N Avenue, along the north side of the Okoboji Elementary School building and on the east side of M Avenue between 7th Street and 8th Street, along the west side of the Okoboji Elementary School building in Milford at 6:30 p.m.

Mayor Anderson opened the public hearing at 6:34. City Administrator Reinsbach mentioned no written comments were received at the City Clerk's office. Anderson started the conversation that approximately 4 years ago the city underwent a complete review of city wide parking and made changes under the recommendation of the Planning and Zoning Commission. During this process no changes were made around the Okoboji Elementary School. What also happened is the city enforced what was on the books a couple of years ago in regards to the angle parking and changed the parking to parallel parking. While the zoning ordinance is very clear the school is to provide parking for their employees, the city council has previously discussed amending the ordinance on angle parking once again after reviewing recommendations from the Planning and Zoning Commission. Anderson asked for public comment. Sherri Jones requested the council make no changes to current ordinance and is not in favor of the council putting any sort of parking restrictions on the north side of 8th St. between N Ave. and M Ave.

Justin Bouse representing the schools asked the ordinance be changed to allow angle parking around the elementary school and according to the former Police Chief, safety wasn't an issue. Bouse also agreed he is not in favor of putting parking restrictions on the north side of 8th St.

Mary Dannatt felt that traffic around the school is very congested between 6-8 am and 3-5 pm. There is a combination of parents picking up and dropping off children at school and daycare. The streets are continually being traveled by school buses, delivery trucks, etc. The school asked the city a number of years ago to vacate 7th street between N Ave.

and M Ave. which in turn has caused more traffic in front of her home. Mary is not in favor going back to angle parking.

Mr. Colling commented he has lived at 801 N Ave. and is a firm believer in angle parking.

Don Brinkley City of Milford Zoning Administrator believes there is room around the Administration building for additional parking. For cost savings the school doesn't have to pour concrete for additional parking, gravel is good enough. Parking is an issue around the school and it needs to be corrected.

With no further question Mayor Anderson closed the public hearing at 6:58.

ACTION & DISCUSSION ITEMS

First Reading of Ordinance amending the City Code of Milford, Iowa by amending Chapter 69.03 Angle parking

Councilperson Don Olsen commented he would like to see the parking go back to angle and agrees with others to leave the north side of 8th St as is.

Jerry Daugherty said parking is a problem. The school has grown and there are more teachers and also commented the parking is a lot safer now with parallel parking than when it was angle parking.

Councilperson Frederick is concerned that if the change is made will the difference of gaining approximately 10 parking spaces really even make a difference and asked what the plan for the current Administration building. Bouse commented right now the plan is to move Administrative Office to a new location. There has been discussion about transforming the current Administration Office into a transportation center, as the elementary grows maybe future classroom space but there is nothing concrete as to what will be done with that building.

Councilperson Huse doesn't want to see any parking limits put on 8th St.

Councilperson Yungbluth felt the school isn't doing their part to make the required parking spaces available and also doesn't want to see parking limits put on 8th St.

Jones made the comment since everyone seems to be on this give and take level if the council agrees to change the ordinance to allow angle parking then the school needs to enforce and do their part by giving notice to faculty they need stay off the side streets. Councilperson Huse agreed.

Mayor Anderson listed several different businesses that tell their employees where they can park and said some of this could be resolved if the school would come up with a parking plan.

Bouse introduced the new Okoboji Elementary School Principal Dave Vonk.

Motion by Olsen, second by Huse to approve first reading of **Ordinance 8-13-18** Ordinance amending the City Code of Milford, Iowa by amending Chapter 69.03 Angle parking. Roll call. Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Consideration of waiving second and third readings and possible passage of ordinance

Motion by Olsen, second by Huse to waive the second and third reading of **Ordinance 8-13-18** Ordinance amending the City Code of Milford, Iowa by amending Chapter 69.03 Angle parking. Roll call: Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion by made by Olsen, second by Yungbluth to adopt **Ordinance 8-13-18**. Ordinance amending the City Code of Milford, Iowa by amending Chapter 69.03 Angle parking. Roll call: Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution approving Street Finance Report

Motion by Yungbluth second by Olsen to approve **Resolution 18-39** Resolution approving Street Finance Report Roll call vote. Voting aye: Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution setting public hearing on Union Memorial lease agreement

Motion by Yungbluth second by Olsen to approve **Resolution 18-40** Resolution setting public hearing on Union Memorial lease agreement

Roll call vote. Voting aye: Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Discussion regarding statement to Imagine Iowa Great Lakes supporting City of Milford, possible action

Councilmember Huse spoke in regards to the future piece of artwork that will be located in Millstone Park at 1212 Okoboji Avenue. Motion by Olsen, second by Huse that the City of Milford fully supports the Imagine Iowa Great Lakes Beautification Committee and is very excited that Milford is a part of the beautification project.

Employee/Independent contractor performance review, possible action, possible closed session pursuant to Iowa Code § 21.5(1) (i)

City Attorney explained that the person being evaluated would need to ask to go into closed session. Zoning Administrator Don Brinkley said he will have an open meeting. Councilmember Don Olsen commented he feels like there has been problems with zoning and he made a motion to draft a letter giving 30 days' notice that the position be

eliminated. The question was asked by audience member what is the issue. Olsen said he had a neighbor that had a problem with putting up a shed. There was also an issue where a garage was added and no permit was issued. Olsen brought up complaints about signs with respect to the Department of Transportation. Brinkley spoke and said with this job he isn't going to make everyone happy. His responsibilities are to enforce ordinances, that's what in his contract. Dave Huntress commented he has been on the Board of Adjustments for past 16-18 years and the last 5 years Don Brinkley have been the Zoning Administrator. They don't always agree on everything but Don is always prepared, he always returns my calls, he meets me at sights and he does good job. Huntress also said Don has a thankless job and nobody likes when ordinances are enforced as we just witnessed this with the school parking. The motion dies for lack of a second.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Mayor Anderson said the walking audit went well and they came away with some good ideas. The 10th St LED project is finished and the lighting looks good.

Mayor Anderson also wanted to let the council know for future reference according to school board policy if you want to email the board members you must carbon copy the Superintendent. He had a very unprofessional meeting with Todd Abrahamson and will not have any more conversations without legal attendance.

Yungbluth said we need to follow up with the school and make sure they continue to come into compliance in regards to parking.

Huse talked about SUDAS and that is doesn't recognize parking in residential districts. Jason with Beck Engineering said the only this SUDAS recognizes is parking lots not "parking in general".

Kent Eilers said it's going to take some time to redo the parking spaces around the school due the approved zoning change tonight and that he will need some help from the city engineer. Also that parking around the school may be completely blocked off at times as the public works department prepares and works on project.

With no other discussion, motion to adjourn by Yungbluth second by Olsen at 8:16 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk