

MILFORD CITY COUNCIL  
 REGULAR MEETING  
 AUGUST 8, 2016  
 6:30 PM

The Milford City Council met in regular session August 8, 2016 at 6:30 p.m. in the East ½ of the Community Center. Mayor Reinsbach presided.

Members present: Jason Simpson, Don Olsen, Mary Kay Rolling, John Walters, and Bill Huse. Attorney Harold Dawson was reached via his cell phone at 7:03

Mayor Reinsbach led the Pledge of Allegiance.

Motion by Olsen second by Simpson to approve the agenda. Aye: Simpson, Olsen, Rolling, Walters and Huse. Motion carried.

Motion by Olsen second by Walters to approve consent agenda. Aye: Simpson, Olsen, Rolling, Walters and Huse. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes July 25, 2016 meeting
- Boji Junction- liquor license renewal
- Dyno's- liquor license renewal
- Residential tax abatement- Keith and Billi Feller
- Monthly bills as listed below: (approved) and bills paid in vacation

A1 TECH SOLUTIONS	PD PHONE LINE INSTALL	\$200.25
ACCURATE COATS	XMAS LIGHTS	\$2,491.00
ADVANCED SYSTEMS INC	FIRE DEPT SERVICES	\$64.64
AFLAC	AFLAC PRE TAX	\$838.22
ALLIANT ENERGY	SIGN UTILITY	\$20.10
AMAZON/GEGRB	LIBRARY DVD'S	\$84.43
ARNOLD MOTOR SUPPLY	JULY INVOICES	\$1,223.41
ARNOLDS PARK POLICE DEPARTME	3/28/16-7/1/16 SHARED OFCR PAY	\$11,325.05
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,255.57
BECK ENGINEERING INC	H AVENUE PROJECT	\$11,910.05
BIRCH	JUNE SERVICES	\$553.60
BLACK HILLS ENERGY	CITY HALL UTILITY	\$33.59
BLACKTOP PAVING	M & P AVE MILLING/PATCHING	\$34,508.00
BOB GLOVER CONSTRUCTION	NORTH SIGN STONWORK ADD	\$1,500.00
BOBCAT COMPANY	BOBCAT ATTACHMENTS	\$21,067.20
BOCKMAN, MELISSA	AIRPORT BRD MTG 7/13/16	\$25.00
BOMGAARS	JULY INVOICES	\$1,444.50
BOUND TREE MEDICAL LLC	FIRE DEPT SUPPLIES	\$216.32
BRINKS CONSULTING	JULY SERVICES	\$683.50
CAMPUS CLEANERS	CITY HALL SERVICES	\$155.55
CARD SERVICES CENTER	CLARK CLOTHING	\$132.08
CENTER POINT LARGE PRINT	LIBRARY BOOKS	\$41.34
CENTRAL STATES SOUTHEAST & S	EE HEALTHCARE	\$21,978.60
CINTAS	FIRST AID KIT SUPPLIES	\$158.18
CITY OF SPENCER	PD TESTING	\$194.21
CONSUMERS LUMBER	PIONEER DAYS SUPPLIES	\$274.44
COOPERATIVE ENERGY COMPANY	JULY INVOICES	\$2,632.22
CORNELL ABSTRACT CO.	MILFORD DEVELOPMENT	\$240.00
COYOTE MOTOR CO.	PARKS SUPPLIES	\$129.95
CUTTING EDGE SALES & SERVICE	PARKS SUPPLIES	\$224.19
DANNATT, MARY	COMM CTR BRD MTG 8/3/16	\$25.00
DEKOTER, THOLE, & DAWSON, P.L.	GENERAL FILE	\$3,979.52
DEL'S GARDEN CENTER	SOD PALLETS	\$70.00
DERNER, JOHN	AIRPORT HANGAR RENT REIMBUR	\$250.00
DEWEYS UPHOLSTERY	PUBLIC WORKS SERVICES	\$120.00
DICKINSON CO. EMERG MED SERV	EMS ASSOC SUPPORT	\$2,173.50
DICKINSON COUNTY CONSERVATIO	JUNE/JULY WASTE	\$2,875.00
DICKINSON COUNTY EM	FY17 CONTRIBUTION	\$9,128.70
DICKINSON COUNTY LANDFILL CO	FY 2016/17 ASSESSMENT	\$7,070.00
DICKINSON COUNTY RECORDER	JUNE DOCUMENTS RECORDED	\$49.00
DOTSON, DENNIS	LIBRARY BRD MTG 8/3/16	\$25.00
DUININCK	STREET PATCHING	\$597.24
EILERS, KENT	FUEL FOR XMAS DECOR TRIP	\$46.55
FARONICS	LIBRARY SERVICES	\$255.00
FOX INTERNATIONAL INC.	FIRE DEPT	\$35.98
FRANKLIN, ELAINE	LIBRARY BRD MTG 8/3/16	\$25.00
FUNK, CARRIE	CLOTHING REIMBURSE	\$69.96
GALE GROUP	LIBRARY BOOKS	\$33.74
GALEN'S PRO-MOW	PUBLIC WORKS SUPPLIES	\$30.51

GANNO, JOANN	LIBRARY BRD MTG 8/3/16	\$25.00
GCS TECH INC.	LIBRARY SERVICES	\$753.00
GENERAL DRIVERS UNION	UNION DUES	\$345.00
GENERAL TRAFFIC CONTROLS	VEHICLE VIDEO DETECTION	\$10,165.00
GLOBAL VISION	PARKS SUPPLIES	\$187.19
GRAHAM TIRE COMPANY	PUBLIC WORKS TIRES	\$627.56
GREAT AMERICA LEASING CORP.	LIBRARY SERVICES	\$110.43
GROUP MOBILE	PD SUPPLIES	\$136.00
HINSHAW, AMIE	JUNE SERVICES	\$1,600.00
HOUGE, LEANN	TRAINING MILEAGE/MEAL	\$405.97
HUSE CONSTRUCTION	OLD CITY HALL REPAIR	\$560.00
IA DEPT OF PUBLIC SAFETY	PD SERVICES	\$800.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,179.50
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,114.22
IOWA ONE CALL	JUNE LOCATES	\$55.80
IPERS	IPERS PROTECTN	\$9,363.91
JCL SOLUTIONS-JANITORS CLOSET	PARKS SUPPLIES	\$329.71
JENNINGS TOW & REPAIR	PUBLIC WORKS SUPPLIES	\$19.01
KEIZER, ROBB	COMM CTR BRD MTG 8/3/16	\$25.00
KNIGHT PROTECTION	ANNUAL TESTING/SUPPLIES	\$454.00
KW ELECTRIC INC	SETTING OF 71/6TH SIGNAL POLE	\$357.50
L & D UPHOLSTERY	PUBLIC WORKS REPAIR	\$185.00
LAKES AREA DOG PARK	DONATION	\$500.00
LAW ENFORCEMENT SYSTEMS	PD CITATIONS	\$149.00
MATHESON TRI-GAS INC	PUBLIC WORKS SUPPLIES	\$421.82
MAXYIELD COOPERATIVE	PARKS SUPPLIES	\$1,136.70
MCCREA, JIM	COMM CTR BRD MTG 8/3/16	\$25.00
MIDWEST RADAR & EQUIPMENT	PD SERVICES	\$200.00
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	\$445.89
MILFORD MUNICIPAL UTILITY	JULY SERVICES	\$8,937.44
NORTHWEST IA. PLAN.&DEV.	GEN ADMIN FOR CDBG GRANT	\$2,633.00
NOTEBOOM IMPLEMENT LLC	PARKS SUPPLIES	\$1,410.26
ORTMAN, RICH	COMM CTR BRD MTG 8/3/16	\$25.00
OVERDRIVE INC.	LIBRARY E-BOOK FEES	\$502.82
PITNEY BOWES	POSTAGE MACHINE LEASE	\$193.65
PURCHASE POWER	CITY HALL POSTAGE	\$201.00
R & D INDUSTRIES	3YR SECURITY SOFTWRE RENEW	\$4,536.45
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
SAINT JOSEPH CATHOLIC CHURCH	2016-17 BULLETIN ADVERTISING	\$120.00
SCHLEY, CARLA	LIBRARY BRD MTG 8/3/16	\$25.00
SECURE BENEFITS SYSTEMS	EE FSA MEDICAL CONTRIBUTIONS	\$352.96
SHAMROCK RECYCLE INC.	JUNE CURBSIDE RECYCLING	\$3,828.96
SHIELD TECHNOLOGY CORP	PD SERVICES	\$3,384.00
SORENSEN, BETH	LIBRARY SUPPLIES REIMBURSE	\$61.14
SPENCER AUTO PARTS INC.	PARKS SUPPLIES	\$195.00
SPENCER RED POWER	PUBLIC WORKS SUPPLIES	\$220.00
SPIRIT LAKE PARTS CITY	PD CAR MAINTENANCE	\$353.34
STATE LIBRARY OF IA	LIBRARY FY17 E-BOOK SUB FEE	\$58.00
STATE LIBRARY OF IOWA	LIBRARY FY17 OCLC SUBSCRIP FE	\$3,183.02
STATE STEEL SUPPLY COMPANY	PUBLIC WORKS SUPPLIES	\$159.20
STEIN, CHRIS	AIRPORT BRD MTG 7/13/16	\$25.00
STOREY KENWORTHY	PD DESK	\$1,136.30
SUNSHINE FOODS	FIRE DEPT SUPPLIES	\$57.20
TREAS. - STATE OF IOWA	QUARTERLY SALES TAX RETURN	\$4,107.00
TREASURER, STATE OF IOWA	STATE TAX	\$2,465.00
TRUE VALUE-MILFORD	JUNE INVOICES	\$797.61
TRUE VALUE-MILFORD	JULY INVOICES	\$656.94
UNITED COMMUNITY BANK FOR PE	LIBRARY POSTAGE	\$120.26
VAHLSING'S CLEAN SWEEP	FIRE DEPT JANITORIAL	\$110.00
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VINTON TUCK POINTING INC.	OLD CITY HALL/PD TUCK POINTIN	\$42,298.00
WASTE MANAGEMENT	JULY PRORATED GARB SERVICE	\$10,062.45
WEDEKING PIT & PLANT	PUBLIC WORKS	\$322.14
WITTRUCK LAWN SERVICE	JUNE CEMETARY MOW & CLEAN	\$1,963.50
WITTRUCK LAWN SERVICE	CEMETARY MOW/WEED CONTROL	\$850.00
WORKMAN, MIKE	AIRPORT BRD MTG 7/13/16	\$25.00
TOTAL ACCOUNTS PAYABLE		\$283,723.74
PAYROLL CHECKS		\$44,130.16
**** PAID TOTAL ****		\$327,853.90

Paid from the following funds: General Fund: 187,650.65; Road Use Tax: 14,489.72; Employee Benefits: 18,642.56; Hotel/Motel Tax: 3,991.00; Capitol Equipment (LOST): 55,575.20; H Ave Project: 7,433.00; Sewer Utility: 9,382.48; Garbage Utility: 29,146.29; Storm Water Utility Fund: 1,543.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 16,956.36; Road Use Tax: 27,398.82; Employee Benefits: 1,883.61; Hotel/Motel Tax: 20.12; Milford South Industrial Park: 830.16; Nature Trails: 826.03;

LMI Fund 135.25; K-9 Unit: .65; Police Forfeiture: 100.00; Debt Service: 15,527.43; Capitol Equipment (LOST) 55,429.93; Capital Project Reserve: 277.98; Sewer Utility: 24,434.77; Garbage Utility: 20,836.01; Storm Water Utility: 10,186.76

## REPORTS

### Board/Commission Reports

Council reviewed July Clerks/Treasurer report, Monthly Expense and Revenue reports, Police and Fire department reports. July minutes from Park Board and Milford Memorial Library as well as events for August in the Library.

## ACTIONS & DISCUSSION ITEMS

### Approve firewall software renewal

The security software expires August 19, 2016. R&D sent a couple of proposals for either a one year or 3 year agreement that would be shared with Milford Municipal Utilities. Because of the cost savings City Administrator Houge recommends renewing for 3 years. Motion by Olsen second by Huse to renew WatchGuard for a period of 3 years and cost share the bill with Milford Municipal Utilities. Ayes: Simpson, Olsen, Rolling, Walters and Huse. Nay: None motion carried.

### Resolution to approve payment application #1 to Valley Contracting for 2016 H Ave extension from 9<sup>th</sup>-10<sup>th</sup> St.

Motion by Simpson second by Olsen to approve **Resolution 16-36** approving payment #1 to Valley Contracting for H Avenue extension from 9<sup>th</sup>-10<sup>th</sup> street reconstruction project. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None motion carried.

### Library HVAC update

City Administrator Houge advised the council the HVAC unit in the Milford Memorial Library recently went out in late June early July. It has been replaced with a new unit and in talking with Beth Sorenson the system is working very well. The HVAC replacement was not in the budget so an amendment may happen.

### Approve hanger lease agreement for Michael Tindall

Motion by Olsen, second by Huse to approve the hanger lease agreement for Michael Tindall. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None motion carried.

### Kirb Walters- residential development options

Kirb Walters discussed with council a list of empty lots in various developments within the city limits of Milford. He also asked council to consider a program or incentive plan to promote future development versus the city going out and purchasing additional ground.

### Kruse property decision on purchase

Mayor Reinsbach explained to the council that Lloyd Kruse was approached by another party and the purchase amount is higher than what the city had negotiated plus offered to buy the entire property. Due to that offer, Mr. Kruse will not partial out acres previously discussed. Reinsbach also said he had a call into an investor but has not heard back. Motion by Walters to table until next meeting. Due to lack of a second the motion failed. There was then a motion by Huse to decline moving forward on purchasing the Kruse property and out of respect allow Lloyd Kruse to move on. Second by Olsen. Aye: Simpson, Olsen, Rolling and Huse. Nay: Walters motion carried.

### Snow removal and street maintenance discussion in Hunter Hills phase II

Mayor Reinsbach made the recommendation after talking to Mark Fisher at United Community Bank to table discussion. Motion by Olsen, second by Huse to table snow removal and street maintenance to the August 22, 2016 meeting. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None motion carried.

### Pioneer Theatre-discussion on marquee

Mayor Reinsbach reminded council the city had asked for two things prior to the council meeting 1.) A letter of indemnification that the city is not held liable if anything would fall from the marquee and someone gets hurt. 2.) A plan of what the owners plan to do along with a time frame. Mayor Reinsbach commented he had received an email just prior to the meeting from Rob Mayer that he plans to open the theater this weekend. The council is under the understanding the marquee will come down by the end of the week. Motion by Olsen, second by Simpson to leave the barricades up until the city gets a letter of indemnification or the marquee is removed. Ayes: Simpson, Olsen, Rolling, Walter and Huse. Nay: None motion carried.

Property update on 903 Okoboji Avenue

The attorney was late to the meeting so Reinsbach called him on his cell phone. After putting the attorney on speaker phone Harold updated the council there is a procedure under Iowa Code that the city can take title to an abandoned property. The city has filed a petition with the court, had a police officer post the notice on the building, a letter has been sent out to the last known address for Mr. Theesfeld. Based on this information Mr. Theesfeld has 60 days to reach out to the city. The 60 days are due towards the end of the month. If we don't hear anything back Harold will ask the court for a hearing. Once a hearing date is set it will take approximately 6-8 weeks to close.

Discussion on nuisance abatement procedures

Attorney Dawson briefed council there are several ways to address nuisance abatements. Currently if there are zoning issues a letter is sent out from Zoning Administrator Don Brinkley advising them of the issue. The city may also file an abatement under city code to clean up a property. Another option we have is to file a petition in district court. Council asked to have the attorney continue to work with Mr. Brinkley.

**COMMENTS BY MAYOR, COUNCIL AND STAFF**

Reinsbach asked Public Works Supervisor Kent Eilers if the attachments came in for the Bobcat. Eilers responded they had and the city crew has been using them the past couple of weeks on street patching. Police Chief Vernon Flack commented he would like the council to consider changing the police car rotation. Councilman Simpson asked if the H Ave extension project would be done by the time school started. Engineer Brad Beck said the plan specification on the project have a mid-September finish date so the project will not be done before school starts.

With no other discussion, motion to adjourn by Olsen second by Huse at 7:35p.m. Motion carried.

Respectfully submitted,

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William Reinsbach, Mayor

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LeAnn Houge, City Administrator/Clerk