

MILFORD CITY COUNCIL
 REGULAR MEETING
 December 11, 2017
 6:30 PM

The Milford City Council met in regular session December 11, 2017 at 6:30 p.m. in the Community Center Board Room

Mayor Bill Reinsbach presided.

Members present: Jason Simpson, Don Olsen, John Walters, and Bill Huse

Absent: Mary Kay Rolling

Others present: Kent Eilers, Bob Clark, Attorney Harold Dawson, Don Brinkley, Kiley Miller, Tim Weideman, Steve Anderson, Andy Yungbluth, and Doug Frederick

Bill Reinsbach led the Pledge of Allegiance.

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

Motion by Walters second by Simpson to approve consent agenda. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes November 27, 2017 meeting
- Liquor license renewal for Okoboji Avenue Liquor
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$682.74
ALLIANT ENERGY	SIGN UTILITY	\$26.18
AMAZON/GEGRB	LIBRARY SUPPLIES/BOOKS	\$85.92
ANDERSON, STEVE	P&Z MTG 11/16/17	\$25.00
ARNOLD MOTOR SUPPLY	NOVEMBER INVOICES	\$930.13
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,296.11
BANKER'S TRUST	GO STREET IMPROVEMENT	\$4,793.75
BANKER'S TRUST	GO STREET IMPROVE 2015	\$3,615.00
BANKER'S TRUST	GO CORP PURP & REFND BND 2016	\$20,093.75
BANKER'S TRUST	GO REFND BONDS 2013	\$3,055.00
BANKER'S TRUST	GO FIRE STATION BND 2009	\$39,177.50
BANKER'S TRUST	SEWER REVENUE BOND 2011	\$250.00
BECK ENGINEERING INC	H AVE PHSE 3 SANITARY SEWER	\$13,085.00
BECK ENGINEERING INC	ENGINEERING SERVICES	\$1,326.25
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$587.70
BOULDERS INN	TIF PAYMENT	\$18,090.63
BRINKS CONSULTING	NOVEMBER SERVICES	\$327.50
BROWNELLS, INC.	PD SUPPLIES	\$1,270.81
CARD SERVICES CENTER	EE CLOTHING/OFFICE SUPPLIES	\$592.33
CARD SERVICES CENTER	LIBRARY FURNITURE	\$3,074.78
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$17,004.00
COOPERATIVE ENERGY COMPANY	NOVEMBER INVOICES	\$2,353.39
CREATIVE PRODUCT SOURCE	LIBRARY SUPPLIES	\$325.86
CUTTING EDGE SALES & SERVICE	FIRE DEPT SUPPLIES	\$25.37
D & W DEVELOPMENT	TIF PAYMENT	\$41,011.49
DANNATT, MARY	COMM CTR BRD MTG 12/6/17	\$25.00
DEKOTER,THOLE,DAWSON,& ROCK	MISC 2017-LEGALS	\$2,389.33
DENNIS E MERRY	NOVEMBER JANITORIAL SERVICES	\$1,700.00
DICKINSON COUNTY AUDITOR	11/7/17 CITY ELECTION FEES	\$1,511.10
DICKINSON COUNTY CONSERVATION	PARKS GREEN WASTE DISPOSAL	\$80.00
DICKINSON COUNTY LANDFILL COM	FY2017-18 LANDFILL COMMISSION	\$7,070.00
DICKINSON COUNTY NEWS	NOVEMBER PUBLICATIONS	\$756.96
DICKINSON RECORDER	RECORDER FEES	\$29.00
E & F INVESTMENTS	TIF PAYMENT	\$6,000.00
FREDERICK, DOUG	TRAVEL REIMBURSEMENT	\$20.87
FRIENDS OF THE SPIRIT LAKE LIB	LIBRARY REIMBURSEMENT	\$16.52
GALE GROUP	LIBRARY BOOKS	\$33.76
GALLS LLC	VERNER SUPPLIES	\$301.49
GENERAL DRIVERS UNION	DEC UNION DUES	\$310.00
GRAHAM TIRE COMPANY	PUBLIC WORKS TRUCK TIRES	\$1,629.76
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
GURNEY	SEWER SUPPLIES	\$310.92
HEMPHILL, LINDA	COMM CTR BRD MTG 12/6/17	\$25.00
HORSWELL, ROBYN	LIBRARY REIMBURSEMENT	\$22.51
HULSTEIN EXCAVATING, INC.	ALLEY RECON WORK THRU 10/25/1	\$3,705.01
HYDRO-KLEAN, L.L.C.	16 SANITARY SSEWER CIPP LINING	\$2,325.02
IDALS - PESTICIDE BUREAU	BAISH 3YR PEST APP CERT RENEW	\$15.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,118.23
IOWA LAKES CONTINUING EDUCAT	LOERTS/BELL/LETIEN CONT ED	\$285.00

IOWA LAW ENFORCEMENT ACADEM	VERNER EVALUATION	\$400.00
IPERS	IPERS ADJUSTMENT	\$1,138.69
IPERS	IPERS PROTECTN	\$9,295.95
ISU EXTENSION	MATT LOERTS CIC TRAINING	\$45.00
ISU EXTENSION	LOERTS TURF CIC EDUCATION	\$45.00
JENNINGS TOW & REPAIR	PUBLIC WORKS KEROSEN	\$22.01
KEIZER, ROBB	COMM CTR BRD MTG 12/6/17	\$25.00
KIMBALL MIDWEST	PUBLIC WORKS SUPPLIES	\$147.13
KRIZ-DAVIS COMPANY	FIRE DEPT LIGHTS	\$50.87
KUCH BUILDERS INC & UNITED COM	TIF PAYMENT	\$78,058.41
LAKES NEWS SHOPPER	LIBRARY ADS	\$186.98
LAKES REGIONAL HEALTHCARE	SCHUETTE TEST	\$35.00
MATHESON TRI-GAS INC	PUBLIC WORK SUPPLIES	\$144.35
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$248.31
MAYER, BOB	TIF PAYMENT	\$12,517.84
MCCREA, JIM	COMM CTR BRD MTG 12/6/17	\$25.00
MENARDS - SPENCER	PARKS SUPPLIES	\$301.91
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$100.00
MID-IOWA SOLID WASTE EQUIPMENT	SEWER VEHICLE MAINT	\$2,026.55
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT AIR TEST	\$342.90
MIDWESTERN MECHANICAL INC.	FIRE DEPT SPRINKLER REPAIR	\$520.65
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	\$711.67
MILFORD ELECTRIC INC.	FIRE DEPT/PARKS BULBS	\$112.83
MILFORD MUNICIPAL UTILITY	NOVEMBER UTILITY INVOICES	\$8,021.57
MY-LOR INC.	FIRE DEPT SUPPLIES	\$50.10
NAAB BETTY	LIBRARY REIMBURSEMENT	\$56.93
NORTH CENTRAL INT'L, INC.	PUBLIC WORKS TRUCK MAINT	\$165.85
NORTHWEST READY-MIX CONCRETE	RECYCLE AREA NEEDS	\$420.00
NWPDC	ADULT CPR/AED TRAINING	\$76.00
OFFICE SYSTEMS COMPANY	PD COPIER	\$56.65
OKOBOJI AFTER PROM	OKOBOJI AFTER PROM DONATION	\$100.00
OVERDRIVE INC.	LIBRARY BOOKS	\$88.94
PAPE, JULIE	P&Z MTG 11/16/17	\$25.00
PEDERSON ELECTRIC	LIBRARY SERVICES	\$150.26
PIONEER PRINTING	CITY HALL SUPPLIES	\$127.50
POLARIS INDUSTRIES	TIF PAYMENT	\$23,186.57
POWERPLAN	PUBLIC WORKS VEHICLE MAINT	\$474.66
PURCHASE POWER	CITY HALL POSTAGE	\$201.00
QUILL	LIBRARY SUPPLIES	\$4.01
R & D INDUSTRIES	MANAGED SERVICE AGREEMENT	\$860.75
CAMPUS CLEANERS	CITY HALL SERVICES	\$122.15
REGIONAL TRANSIT AUTHORITY	2ND QRTR FY18 CITY SUPPORT	\$1,875.00
REINSBACH, LEANN	TRAVEL REIMBURSE BUDGET MTG	\$66.88
REINSBACH, LEANN	IMFOA CERTIFICATION	\$250.00
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
SAFARI CHILDCARE CENTER-CASSID	TIF PAYMENT	\$1,535.85
SCHMELLING, BOBBI	TIF PAYMENT	\$1,118.63
SECURE BENEFITS SYSTEMS	EE FSA MED CONTRIB	\$159.50
SEXTON, BRENT	P&Z MTG 11/16/17	\$25.00
SHAMROCK RECYCLE INC.	CURBSIDE RECYCLING	\$3,828.96
SIBLEY SHEET METAL INC	CITY HALL GUTTER ATTACHMNTS	\$216.16
SIMINGTON, BRAD	P&Z MTG 11/16/17	\$25.00
SIMMERING CORY IA CODE	CODE BOOK SUPPLIES	\$57.00
STOREY KENWORTHY	SUPPLIES	\$390.50
SUNSHINE FOODS	LIBRARY SUPPLIES	\$175.71
THE SHERWIN-WILLIAMS CO.		\$90.20
THE SIOUX CITY JOURNAL	LIBRARY SUBSCRIPTION	\$428.67
TREASURER, STATE OF IOWA	STATE TAX	\$2,437.00
TRUE VALUE-MILFORD	NOVEMBER INVOICES	\$919.91
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$206.53
UNITED COMMUNITY BANK FOR	LIBRARY POSTAGE	\$133.44
UPBEAT INC.	DOGIPOTS	\$717.18
UPKEEP	FIRE DEPT WATER HEATER REPAIR	\$729.14
VANDER HAAG'S INC.	PUBLIC WORKS DUMP TRUCK MAI	\$150.00
VERIZON WIRELESS	NOVEMBER SERVICES	\$495.46
WASTE MANAGEMENT	LANDFILL CHARGES 11/1-11/15/17	\$2,060.71
WASTE MANAGEMENT	GARBAGE SERVICE	\$13,909.60
WEDEKING PIT & PLANT	CRUSHED ROCK	\$21.00
WINDAHL TECHNOLOGY, LLC.	PD TOUGHBOOK	\$2,600.00
WITTROCK LAWN SERVICE	CEMETARY SERVICES	\$100.00
TOTAL ACCOUNTS PAYABLE		\$385,405.12
PAYROLL CHECKS		\$20,119.52
**** PAID TOTAL ****		\$405,524.64

Paid from the following funds: General Fund: 68,699.18; Road Use Tax: 14,207.90; Employee Benefits: 14,911.78; Hotel/Motel: 1975.00; Tax Increment Financing: 181,519.42; Debt Service: 70,985.00; Capital Equipment/Project (LOST): 3,705.01; H Avenue project: 13,085.00; Sewer Utility Fund: 9,367.09; Garbage Utility: 27,069.26

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 193,368.06; Road Use Tax: 33,473.20; Employee Benefits: 25,749.33; Hotel/Motel Tax: 85.88; TIF: 35,624.30; LMI Fund: 558.19 K-9: .86; Police Forfeiture: 500.00; Debt Service: 20,506.92; Capitol Equipment (LOST): 257.63; Capital Project Reserve: 1,116.38; H Ave Project: 7,350.00; Sewer Utility: 27,036.89; Garbage Utility: 18,549.30; Storm Water Utility: 10,418.64

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the November Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Police report. November minutes from Park Board, Community Center, Planning & Zoning and Library along with December events.

PUBLIC HEARING

Public hearing to dispose of City owned property at 6:30 p.m.

Mayor Reinsbach opened the meeting at 6:32 p.m. With no comments from the audience or oral and written comments received at the City Clerk's office the public hearing was closed at 6:33 p.m.

ACTION & DISCUSSION ITEMS

Resolution regarding sale of property by the City of Milford and awarding bid for said property

Motion by Olsen second by Huse to approve **Resolution 17-61** Resolution regarding sale of property by the City of Milford and awarding bid for said property. Roll call vote. Voting aye: Olsen, Simpson, Walters and Huse. Nay: None. Motion carried. There was one bid and it was awarded to Bruce Pflueger for \$1251.00

Resolution transferring funds from the 001 General Fund to the 005 Development Fund

Motion by Huse second by Walters to approve **Resolution 17-62** Resolution transferring funds from the 001 General Fund to the 005 Development Fund. Roll call vote. Voting aye: Olsen, Simpson, Walters and Huse. Nay: None. Motion carried

Resolution expressing intent to provide economic development support to economic redevelopment project

Kiley Miller representing the Iowa Lakes Corridor Development Corporation explained that tonight the council is asked to approve a resolution of intent to provide incentives to Safco Products, a subsidiary of Liberty Diversified International based out of New Hope, Minnesota to create 100 manufacturing jobs in Milford. Safco Products manufactures office furnishings. The proposed incentives are a 10-year rebate of city property taxes via tax increment financing. The maximum value is \$50,000 per year for a total not to exceed \$500,000 over 10 years. The value based on current assessments of the property in question is approximately \$39,000 annually. Included in the resolution of intent is a forgivable loan of \$500 per job for the first 100 jobs created by the company for a total of \$50,000. The company expects to begin operations between July and November of 2018. Mr. Miller also wanted to thank Milford Municipal Utilities, Milford Industrial Development Corporation and the Okoboji School District as they all have been involved in this recruitment process. Councilman Walters was concerned about the guarantee of full time jobs. Miller responded the incentives from the State of Iowa necessitate full time jobs are far as requirements. Motion by Walters second by Huse to approve **Resolution 17- 63 Resolution** expressing intent to provide economic development support to economic redevelopment project.

Roll call vote. Voting aye: Olsen, Simpson, Walters and Huse. Nay: None. Motion carried

Resolution authorizing fund transfers for FY 2018

Motion by Walters second by Simpson to approve **Resolution 17-64** Resolution authorizing fund transfers for FY 2018. Roll call vote. Voting aye: Olsen, Simpson, Walters and Huse. Nay: None. Motion carried

Review Bobcat Skid loader quotes

Public Works Director Kent Eilers went over a couple of new quotes he had received just prior to the meeting. Kent is requesting to go with a larger Bobcat to try and cut down on the time spent moving snow along Highway 71 and the time loading snow into the tandem axle trucks. The larger Bobcat also has more hydraulic power for the milling machine as the city continues to do more street patching.

Approve purchase of Skid-Steer trade in

Motion by Olsen second by Simpson to approve the Skid-Steer trade in the amount of \$6,972.98 from Jaycox Implement, Inc. All voting aye. Motion carried.

Discussion and final review of RFP's for recycling

Motion by Walters second by Huse to send out Request for Proposals for a two year contract with a deadline of January 10th for budgeting purposes. The current recycling agreement with Shamrock expires May 31st, 2018. All voting aye: Motion carried.

Discussion on nuisance property

Attorney Harold Dawson discussed options in relation to nuisance property and also suggested contacting Northwest Iowa Planning & Development Commission. They have a service where they can go in and inspect properties, take photographs and go through ordinance violations. Harold went onto say you have nuisance procedures under city code in which a notice of abatement is sent that gives a certain amount of time to clean up property and allows the property owner the right to come in front of city council and actually have a hearing to argue it's not a nuisance. The problem with this action is often times people will not respond and the city crew would go in and clean up property or the city will hire it out and attempt to assess it back on property taxes. Another option is to cite the owner with a municipal infraction which takes the decision making out of council control as to whether or not it's a nuisance and allows for property owner to go in front of the judge. After further discussion the council asked Administrator Reinsbach to contact NWIPDC in Spencer.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

With no other discussion, motion to adjourn by Olsen second by Simpson at 7:23 p.m. All voting aye: Motion carried.

Respectfully submitted,

Bill Reinsbach, Mayor

LeAnn Reinsbach, City Administrator/Clerk