

MILFORD CITY COUNCIL  
 REGULAR MEETING  
 DECEMBER 14, 2020  
 6:30 PM

The Milford City Council met in regular session December 14, 2020 at 6:30 p.m. in the Community Center Board Room.

Iowa Code Section 21.4 requires that each Council meeting shall be held at a place reasonably accessible to the public and at a time reasonably convenient to the public, unless for good cause such a place or time is impossible or impracticable. Given the Governor's prohibition on gatherings of ten or more persons during the COVID19 outbreak and further given Section Nine of the Governor's March 19, 2020 proclamation suspending the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, the City Council has determined that a meeting at a physical place is impossible or impracticable and all Council meetings for the time being will be conducted electronically with the public allowed to attend per the instructions on this agenda. Meeting minutes will continue to be provided per the City's normal course of business. The agenda and the City's website had this message posted more than 24 hours in advance to give instructions on how others could participate in the meeting.

Mayor Steve Anderson presided.

Members present: Aaron Gebhart, Andy Yungbluth, Jason Eckard, and meeting electronically Doug Frederick who didn't join until 6:35 p.m.

Absent: Chris Hinshaw

Others present: Mayor Steve Anderson, Bob Clark, Kent Eilers, Holly Zinn and Andrew Fisher. Via Zoom LeAnn Reinsbach, Mayor Anderson, Jason Eygabroad, Don Brinkley, and Steve Schwaller.

Steve Anderson led the Pledge of Allegiance.

Motion by Yungbluth second by Eckard to approve the agenda. Voting aye: Gebhart, Yungbluth and Eckard. Nay: None. Motion carried.

Motion by Yungbluth second by Eckard to approve consent agenda. Voting aye: Gebhart, Yungbluth and Eckard. Nay: None. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes of November 23, 2020
- Liquor license renewal for Okoboji Avenue Liquor Inc.
- Liquor license renewal for Millcreek Lounge
- Liquor license approval for Dyno Oil Co. Inc. under new ownership
- Liquor license approval for Brew Oil, LLC (new)
- Monthly bills as listed below: (approved) and bills paid in vacation

ADAPT COATINGS	FLORENCE PARK JOINT REPAIR	\$485.00
AFLAC	AFLAC PRE TAX	\$1,020.54
ALLIANT ENERGY	SIGN UTILITY	\$21.14
ALPHA WIRELESS COMM. CO.	FD BATTERY PACK/REAPIRS	\$337.50
AMAZON/SYNCB	LIBRARY SUPPLIES	\$102.22
ANDERSON, GILLIAN	LIBRARY SUPPLIES	\$173.83
ARNDT, MCINTYRE	P&Z MTG 11/24/2020	\$25.00
ARNOLD MOTOR SUPPLY	NOVEMBER INVOICES	\$612.47
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$606.84
BECK ENGINEERING INC	P AVE & 13TH ST PROJECT	\$38,818.75
BECK EXCAVATING INC.	2020 ALLEY RECONST	\$146,070.03
BERG JANE	AIRPORT BD MTG 12/4/2020	\$25.00
BERNING, SHELLY	LIBRARY BD MTG 12/2/2020	\$25.00
BLACK HILLS ENERGY	FD UTILITY	\$498.16
BLACKTOP SERVICE COMPANY	HOT MIX	\$1,168.00
BLACKTOP SERVICE COMPANY	STREET MAINT	\$703.20
BOCKMAN, MELISSA	AIRPORT BD MT 12/4/2020	\$25.00
BOMGAARS	SUPPLIES-PARK	\$130.64
BRINKS CONSULTING	NOVEMBER SERVICES	\$100.00
BROWN SUPPLY	PW VEHICLE MAINT	\$268.60
C & B OPERATIONS, LLC	VECHICLE MAINT	\$397.01
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.55
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	TRAINING/REGISTRATION	\$350.14
CC SCREEN PRINTING	PD-GARTH CLOTHING	\$49.76
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$21,726.00
CERTIFIED TESTING SERVICES INC	P AVE & 13TH ST GEOTECH EXPLOR	\$3,584.00
COOKINHAM, JEFF	LIBRARY BD MTG 12/2/2020	\$25.00
COOPERATIVE ENERGY COMPANY	NOVEMBER FUEL	\$2,455.03
DANNATT, MARY	11/4/20 COMM CTR MTG	\$25.00
DANNATT, MARY	COMM CTR MTG 12/2/2020	\$25.00
DCEMSA	CHARGE-PAK REPLACEMENT WOLFF	\$180.00
DENNIS E MERRY	NOVEMBER JANITORIAL SERVICES	\$1,700.00
DICKINSON CNTY	ANNUAL PD SUPPORT	\$1,125.00
DICKINSON COUNTY CONSERVATION	GREEN/ELECTRONIC WASTE	\$1,120.00
DICKINSON COUNTY NEWS	NOVEMBER ADS	\$628.03
DISCOVERY HOUSE INC.	FY - 7/1/20-6/30/21	\$2,000.00
DISPLAY SALES COMPANY	CHRISTMAS LIGHTS	\$3,149.77
DORSEY & WHITNEY LLP	LEGAL SERVICES RENDERED	\$7,000.00
DOTSON, DENNIS	LIBRARY BD MTG 12/2/2020	\$25.00

ECHO GROUP, INC.	PARK DEPT SIGN OUTLETS	\$60.45
FASTENAL	SEWER SUPPLIES	\$49.64
FIRE SERV TRAINING BUREAU	FD 7TH ESSENTIAL OF FIRE TRAIN	\$460.00
FRANKLIN, ELAINE	LIBRARY BD MTG 12/2/2020	\$25.00
GALE	LIBRARY BOOKS	\$33.74
GALEN'S PRO-MOW	SHARPEN CHAINS/BLADES	\$96.23
GALLES, MATT	P&Z MTG 11/24/2020	\$25.00
GALLS LLC	BOB CLOTHING/SUPPLIES	\$102.74
GANO, JOANN	LIBRARY BD MTG 12/2/2020	\$25.00
GENERAL EQUIPMENT & SUPP	PW VEHICLE MAINT	\$306.46
GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL SERVICE	\$500.00
GORDON FLESCH COMPANY	FD - COPY MACHINE LEASE	\$106.71
GORDON FLESCH COMPANY	NOVEMBER LASERFICHE	\$75.00
GOULD, RICK	AIRPORT BD MTG	\$25.00
GURNEY	SEWER SUPPLIES	\$664.18
HEMPHILL, LINDA	11/4/20 COMM CTR MTG	\$25.00
IDALS - PESTICIDE BUREAU	PESTICIDE APPLICATION RENEWAL	\$15.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,242.20
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,206.71
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,648.91
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	\$695.70
IOWA DEPARTMENT OF TRANSPORTAT	SNOW BUDGET	\$1,482.18
IOWA FIREFIGHTERS ASSOCIATION	FIRE DEPT MEMBRSHIP DUES	\$831.00
IOWA LAKES ELECTRIC COOP	STREET LIGHTING	\$728.73
IOWA LAKES ELECTRIC COOP	PHEASANT LN STREET LIGHTING	\$770.00
IOWA LAW ENFORCEMENT ACADEMY	TASER SCHOOL-POLICE DEPT	\$50.00
IOWA ONE CALL	SEPTEMBER LOCATES	\$90.00
IPERS	IPERS REGULAR	\$11,880.30
JAYCOX IMPLEMENT	VEHICLE MAINT - PUBLIC WORKS	\$271.90
JENNINGS TOW & REPAIR	SHOP SUPPLIES	\$40.11
JOHNSON, DEB	LIBRARY BD MTG 12/2/2020	\$25.00
JORGENSEN, TOM	P&Z MTG 11/24/2020	\$25.00
KIESLER'S POLICE SUPPLY	PD DEPT AMMO	\$305.72
KILTS, RICK	LIBRARY BD MTG 12/2/2020	\$25.00
KIMBALL MIDWEST	PW SHOP SUPPLIES	\$173.63
LAKES NEWS SHOPPER	NOVEMBER PUBLICATIONS	\$158.40
LAKES REGIONAL HEALTHCARE	EMPLOYEE DRUG TEST	\$35.00
LOFFLER	PD COPIER	\$201.37
LYNNETTE COOK	WINTER PLANTERS	\$179.90
M & T FIRE AND SAFETY	FIRE DEPT SERVICES	\$269.97
MAXYIELD COOPERATIVE	FD FUEL	\$216.83
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$210.11
MCCREA, JIM	11/4/20 COMM CTR MTG	\$25.00
MCCREA, JIM	COMM CTR MTG 12/2/2020	\$25.00
MENARDS - SPENCER	POTHOLE PATCH	\$173.54
METICULOUS CLEAN	OCTOBER-NOVEMBER SERVICES	\$214.00
MIDWEST FIRE EQUIPMENT & REPAI	FD SUPPLIES	\$1,972.74
MILFORD COMMUNICATIONS	BROADBAND SERVICES	\$876.91
MILFORD ELECTRIC INC.	BULBS	\$15.00
MILFORD MUNICIPAL UTILITY	NOVEMBER UTILITY	\$7,386.58
MOTOROLA SOLUTIONS	FD EQUIPMENT	\$12,166.60
NEWMAN SIGNS, INC.	SIGNS/POSTS	\$85.16
NWIPDC	FY2021 SHIELD 2ND DRAW	\$3,825.00
ORTMAN, RICH	11/4/2020 COMM CTR MTG	\$25.00
ORTMAN, RICH	COMM CTR MTG 12/2/2020	\$25.00
PEDERSON ELECTRIC	LIBRARY FIXTURE IN STAIRWAY	\$190.26
POSTMASTER	PO BOX FEES	\$112.00
R & D INDUSTRIES	PD SERVICE AGREEMENT	\$1,545.45
REGIONAL TRANSIT AUTHORITY	2ND ART FY21 CITY SUPPORT	\$1,875.00
RICHARD L. COOKE	PEST CONTROL	\$95.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$375.64
SEXTON, BRENT	P&Z MTG 11/24/2020	\$25.00
SHIELD TECHNOLOGY CORP	PD SHIELDWARE SERVICES	\$1,542.50
STEARNS, PAIGE	SUBSCRIP REIMBURSEMENT	\$25.43
STEIN LAW OFFICE	LEGAL SERVICES	\$1,356.25
STEIN, CHRIS	AIRPORT BD MTG 12/4/2020	\$25.00
STOREY KENWORTHY	CITY/PW SUPPLIES	\$660.02
STUART C IRBY CO BR983	LIGHT POLES	\$384.00
SUNSHINE FOODS	FD SUPPLIES	\$85.82
SUNSHINE FOODS	PW SUPPLIES	\$56.58
TEAM ENTERPRISES	CUSTOM SNOW BUCKET	\$2,450.00
TREASURER, STATE OF IOWA	STATE TAXES	\$2,965.00
TRUE VALUE-MILFORD	NOVEMBER INVOICES	\$296.06
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.19
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.19
UMB BANK	GO SERIES 2013 REFNDING BNDS	\$14,011.25
UMB BANK	IMPROVE BND SERIES 2010	\$1,300.00
UMB BANK	IMPROVE BND SERIES 2012	\$1,900.00
UMB BANK	GO REFNDING BNDS SERIES 2016	\$15,043.75
UMB BANK	IMPROVE BND SERIES 2012	\$90.00
UNITED COMMUNITY BANK FOR PETT	LIBRARY POSTAGE	\$13.33
UNITED COMMUNITY BANK FOR PETT	PD POSTAGE	\$40.55
UNITY POINT CLINIC-OCCUPATIONA	EE TESTING	\$42.00
VERIZON WIRELESS	CELL/LAPTOP SERVICES	\$615.56

VOGEL TRAFFIC SERVICES	202ND ST PAVEMENT MARKING	\$765.00
WEDEKING PIT & PLANT	PW SUPPLIES/SNOW BUDGET	\$596.45
WEDEKING PIT & PLANT	ALLEY/STREET MAINT	\$256.65
WINTHER STAVE & CO. LLP	FY2020 ANNUAL FINANCIAL REPORT	\$2,025.00
WORKMAN, MIKE	AIRPORT BD MTG 12/4/2020	\$25.00
Accounts Payable Total		\$363,375.32
Payroll Checks		\$78,264.91
**** REPORT TOTAL ****		\$441,640.23

Paid from the following funds: General Fund: 137,303.38; Road Use Tax: 34,297.91; Employee Benefits: 17,652.38; Debt Service: 32,345.00; Capital Project-Reserve: 12,166.60; P Ave Project: 40,678.75; Florence Park Shelter House: 153,154.03; Sewer Utility Fund: 13,842.18; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 233,028.69; Road Use Tax: 36,088.59; Employee Benefits: 16,112.76; Hotel/Motel Tax: 31,624.68; TIF: 19,839.36; LMI Fund: 16.43; Debt Service: 23,902.83; Capitol Equipment (LOST) 68,868.71; Capital Project Reserve: 32.86; Sewer Utility: 29,816.87; Storm Water Utility: 9,617.29

## CITIZEN OPPORTUNITY FOR COMMENT

### REPORTS

#### Board/Commission Reports

Council reviewed the November Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department call log and minutes. November minutes from Community Center, Planning & Zoning Commission and Library along with December events and November Dickinson County Water Quality Commission minutes.

### ACTION AND DISCUSSION ITEMS

#### Funding request Bob Kirschbaum with Pearson Lakes Art Center

Holly Zinn from the Pearson Lakes Art Center spoke about the programs they offer. This year they added an in-person "Homeschool" class. Pearson Lakes Art Center is requesting \$3000.00 in funding this year. Council will review during budget discussion; no action was taken.

#### YMCA funding request

Andrew Fisher thanked the council for previous funding. In the past the City of Milford has supported programs for kids. Fisher handed out information on the 2019 Annual Report, the YMCA is asking for \$7,500 in funding and will not be asking for funding of the former Boji Bay pools. Council will review during budget discussion; no action was taken.

#### Funding request Friends of Lakeside Lab, Inc.

Council will review during budget discussion; no action was taken.

#### Resolution accepting work completed/accomplished through November 28, 2020 and approving payment No. 4 on 2020 City of Milford Municipal Airport Fuller Airfield HMA runway resurfacing project

Motion by Yungbluth second by Eckard to approve **Resolution 20-54** Resolution accepting work completed/accomplished through November 28, 2020 and approving payment No. 4 on 2020 City of Milford Municipal Airport Fuller Airfield HMA runway resurfacing project. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

#### Resolution approving Beck Engineering A34 proposal agreement

Mayor Anderson spoke that MMU has had discussion in regards to the A34 project and plans to hire Bolten & Menk to review the plans from Beck Engineering before the city would sign off and let out for bid. Motion by Gebhart second by Yungbluth to approve **Resolution 20-55** Resolution approving Beck Engineering A34 proposal agreement. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

#### Resolution establishing a policy for making retention payments for city employees

Motion by Yungbluth second by Gebhart to approve **Resolution 20-56** Resolution establishing a policy for making retention payments for city employees. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

#### Resolution authorizing fund transfers for FY2021

Motion by Eckard second by Yungbluth to approve **Resolution 20-57** Resolution authorizing fund transfers for FY2021. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

#### Resolution of the City of Milford, Iowa to request the assistance of the staff of the Northwest Iowa Planning and Development Commission

Motion by Gebhart second by Yungbluth to approve **Resolution 20-58** Resolution of the City of Milford, Iowa to request the assistance of the staff of the Northwest Iowa Planning and Development Commission. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

#### Review and approve HSNWIA and City of Milford City Impound Agreement

Motion by Yungbluth second by Eckard to approve HSNWIA and City of Milford City Impound Agreement. All voting aye: Motion carried.

#### COVID-19 discussion

Council discussed and decided to leave work schedules the same for employees.

#### Evergreen in front of police station

There was discussion on possibly removing the evergreen tree in front of the police station and replacing it with a smaller one for the simple fact that the city or MMU does not have equipment with a tall enough boom to reach the top with Christmas lights. In the past between both entities, have worked with the Milford Commercial Club to decorate the tree as part of the Holiday Fantasy weekend. After some discussion the item was tabled until Councilman Hinshaw can be present.

Discussion on employee recognition dinner

Item was tabled until after budget season.

Budget update

City Administrator Reinsbach noted the budgets have been turned in for the Library, Community Center, Airport and Fire Department. Reinsbach is meeting with the Park Board on Wednesday December 16th and Fire Board Trustees December 17th. If all goes as planned, we will discuss budget for the next year during the January 28<sup>th</sup>, 2021 council meeting.

**COMMENTS BY MAYOR, COUNCIL, AND STAFF**

City Administrator Reinsbach noted the agreement with the Okoboji School district on the 6<sup>th</sup> St. project going west from the intersection of H Avenue have been signed. We are not waiting for the invoice so we can pay our portion. Mayor Anderson commented that he met with Reinsbach, Eilers and Jason Eygabroad about the possibility to upgrade the lift station on A34.

With no other discussion, motion to adjourn by Yungbluth second by Eckard at 7:08 p.m. All voting aye. Motion carried.

Respectfully submitted,

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Steven R. Anderson, Mayor

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LeAnn Reinsbach, City Administrator / Clerk