

MILFORD CITY COUNCIL
 REGULAR MEETING
 DECEMBER 9, 2019
 6:30 PM

The Milford City Council met in regular session December 9, 2019 at 6:30 p.m. in the East ½ of Community Center. Mayor Steve Anderson presided.

Members present: Chris Hinshaw, Don Olsen, Doug Frederick, Andy Yungbluth and Jason Eckard.

Absent: None

Others present: City Administrator LeAnn Reinsbach, Bob Clark, Kent Eilers, Jason Eygabroad, Don Brinkley, Jim Higgins, David Huntress, Aaron Gebhart, Dave Stein, Doug Phillips, and John Baum

Steve Anderson led the Pledge of Allegiance.

Motion by Yungbluth second by Frederick to approve the agenda. All voting aye.

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

Items on the Consent Agenda were as follows:

- Minutes of November 25, 2019 meeting
- Okoboji Avenue Liquor license renewal
- Monthly bills as listed below: (approved) and bills paid in vacation

ADVANCED SYSTEMS INC	LASERFICHE AGREEMENT	\$75.00
AFLAC	AFLAC PRE TAX	\$940.26
ALLIANT ENERGY	SIGN UTILITY	\$21.26
ALPHA WIRELESS COMM. CO.	FIRE DEPT SERVICES	\$409.50
AMAZON/SYNCB	LIBRARY SUPPLIES	\$48.73
ARNOLD MOTOR SUPPLY	NOVEMBER INVOICES	\$985.93
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$533.15
BECK ENGINEERING INC	H AVE RECON SERVICES	\$11,386.25
BERG JANE	AIRPORT COMM MTG 11/13/19	\$25.00
BERGLUND, SCOTT	P&Z COMM MTG 11/21/19	\$25.00
BERNING, SHELLY	LIBRARY BRD MTG 12/4/19	\$25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$675.69
BOCKMAN, MELISSA	AIRPORT COMM MTG 11/13/19	\$25.00
BOHLMANN	FLORENCE PARK REPAIRS	\$87.25
BOMGAARS	SUPPLIES	\$582.45
BORDER STATES INDUSTRIES	PW SUPPLIES	\$49.21
BROAD REACH	LIBRARY BOOKS	\$98.87
BROWN SUPPLY	PLOWGUARD	\$776.00
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.73
CARD SERVICES CENTER	OFFICE SUPPLIES	\$361.80
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$26,045.24
CERTIFIED TESTING SERVICE	2019 H AVENUE	\$1,541.50
CERTIFIED TESTING SERVICES INC	2019 H AVENUE TESTING	\$126.00
COAST TO COAST SOLUTIONS	LIBRARY BAGS	\$137.41
COOKINHAM, JEFF	LIBRARY BRD MTG 12/4/19	\$25.00
COOPERATIVE ENERGY COMPANY	NOVEMBER FUEL CHARGES	\$6,104.03
CRYSTEEL TRUCK EQUIPMENT	SEWER VEHICLE MAINT	\$2,432.00
DANNATT, MARY	COMM CTR BRD MTG 12/4/19	\$25.00
DEKOTER,THOLE,DAWSON,& ROC	WOLTERMAN REVISED AGRMNT	\$100.00
DENNIS E MERRY	NOVEMBER SERVICES	\$1,700.00
DICKINSON COUNTY	PD DEPT TECH SUPPORT	\$1,125.00
DICKINSON COUNTY AUDITOR	ELECTION EXPENSE	\$550.31
DICKINSON COUNTY CONSERVATION	GREEN WASTE DISPOSAL	\$800.00
DICKINSON COUNTY NEWS	OCTOBER ADS	\$674.48
DICKINSON COUNTY NEWS	LIBRARY SUBSCRIPTION	\$50.00
DICKINSON COUNTY NEWS	NOVEMBER PUBLICATIONS	\$665.89
DICKINSON RECORDER	BROWN RECORDER FEES	\$17.00
DORSEY & WHITNEY LLP	GRAPETREE FORGIVABLE LOAN	\$3,075.50
DOTSON, DENNIS	LIBRARY BRD MTG 12/4/19	\$25.00
FASTENAL	SEWER SUPPLIES	\$45.96
FASTENAL	PW SHOP SUPPLIES	\$767.75

FIRE SERV TRAINING BUREAU	HM TRAINING STEINKAMP/GEBHAR	\$100.00
FRANKLIN, ELAINE	LIBRARY BRD MTG 12/4/19	\$25.00
FRIENDS OF THE SPIRIT LAKE LIB	LIBRARY SUPPLIES	\$392.91
GALE	LIBRARY BOOKS	\$33.74
GALLES, MATT	P&Z COMM MTG 11/21/19	\$25.00
GANO, JOANN	LIBRARY BRD MTG 12/4/19	\$25.00
GEBHART, AARON	EMT CLASS, MILEAGE	\$154.20
GENERAL DRIVERS UNION	UNION DUES	\$392.00
GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL EQUIPMENT	\$381.84
GOULD, RICK	AIRPORT COMM MTG 11/13/19	\$25.00
GRAHAM TIRE COMPANY	SEWER/STREET VEHICLE MAINT	\$1,665.12
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HELLER ENTERPRISES LLC	PARKS/BLDGS COMPRESS RENT	\$160.00
HEMPHILL, LINDA	COMM CTR BRD MTG 12/4/19	\$25.00
HULSTEIN EXCAVATING, INC.	2019 H AVEUNE PHASE 3	\$165,213.55
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,892.56
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,201.60
IOWA LAKES ELECTRIC COOP	PHEASANT LN LIGHTING	\$771.00
IOWA ONE CALL	OCTOBER LOCATES	\$25.20
IPERS	IPERS PROTECTN	\$11,304.31
JAYCOX IMPLEMENT	VEHICLE MAINT	\$89.68
JCL SOLUTIONS-JANITORS CLOSET	COMM CTR SUPPLIES	\$269.61
K & J CURB GRINDING INC.	PW BUILDING MAINT	\$175.00
KEN BORTH AUTO BODY LTD.	SNOW PLOW REPAIR KIT	\$102.64
KILTS, RICK	LIBRARY BRD MTG 12/4/19	\$25.00
KIMBALL MIDWEST	SHOP SUPPLIES	\$337.00
LAKES REGIONAL HEALTHCARE	TESTING	\$35.00
LANGHOLZ, SHANE	EMT CLASS, FUEL LODGING	\$411.02
LYNNETTE COOK	PLANTERS @ GRESSLEYS SQUARE	\$167.50
MACQUEEN EQUIPMENT	SEWER SUPPLIES	\$372.49
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$203.65
MENARDS - SPENCER	PARK SUPPLIES	\$168.46
MID-IOWA SOLID WASTE EQUIPMENT	VEHICLE MAINT	\$810.39
MILFORD COMMERCIAL CLUB	LIBRARY DUES	\$100.00
MILFORD COMMUNICATIONS	FIRE DEPT CABLE/INTERNET	\$768.20
MILFORD MUNICIPAL UTILITY	OCTOBER UTILITY	\$7,571.31
MILFORD MUNICIPAL UTILITY	NOVEMBER UTILITES	\$7,469.45
MILFORD WELL SERVICE	LIFT STATION REPAIRS	\$150.00
NORTHWEST GLASS COMPANY	LIBRARY FRONT DOOR REPAIR	\$70.59
ORTMAN, RICH	COMM CTR BRD MTG 12/4/19	\$25.00
OVERDRIVE INC.	LIBRARY BOOKS	\$49.99
PAPE, JULIE	P&Z COMM MTG 11/21/19	\$25.00
PEDERSON ELECTRIC	LIBRARY BALLAST/LAMPS	\$121.41
POSTMASTER	CITY CLERK PO BOX	\$92.00
PURCHASE POWER	POSTAGE	\$201.00
R & D INDUSTRIES	SUPPORT AGREEMENT	\$1,058.63
REGIONAL TRANSIT AUTHORITY	2ND QRTR FY20 CITY SUPPORT	\$1,875.00
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
SCHULTZ, BECCA	STORY TIME CONF REIMBURSEMEN	\$114.36
SECRETARY OF STATE	POWERS NOTARY RENEWAL	\$30.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$364.88
SEXTON, BRENT	P&Z COMM MTG 11/21/19	\$25.00
SHORTLEY, MICHELE	LIBRARY BRD MTG 12/4/19	\$25.00
STATE STEEL SUPPLY COMPANY	NEW BARRICADES	\$221.10
STEIN LAW OFFICE	NOVEMBER LEGAL SERVICES	\$1,366.50
STEIN, CHRIS	AIRPORT COMM MTG 11/13/19	\$25.00
STOREY KENWORTHY	OFFICE SUPPLIES	\$204.17
SUNSHINE FOODS	LIBRARY SUPPLIES	\$52.65
THE VACUUM CLEANER CENTER	LIBRARY SUPPLIES	\$137.50
TREASURER, STATE OF IOWA	STATE TAXES	\$2,831.00
TRUE VALUE-MILFORD	NOVEMBER INVOICES	\$250.44
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$201.15
UMB BANK	2010 IMPROVEMENT BOND	\$2,518.75
UMB BANK	2012 IMPROVEMENT BOND	\$2,540.00
UMB BANK	2013 GO REFUNDING BOND	\$15,991.25

UMB BANK	2016GO CORP PURP & REFND BONDS	\$16,643.75
UNITED COMMUNITY BANK FOR PET	LIBRARY POSTAGE	\$88.26
UNITY POINT CLINIC-OCCUPATIONA	TEST RESULTS	\$42.00
VERIZON WIRELESS	LAPTOP/CELLPHONE SERVICES	\$433.66
WINTHER STAVE & CO. LLP	FY19 AFR AND URBAN RENEWAL	\$1,925.00
WORKMAN, MIKE	AIRPORT COMM MTG 11/13/19	\$25.00
WTS MEDIA	LIBRARY SUPPLIES	\$97.50
Accounts Payable Total		\$330,219.55
Payroll Checks		\$49,216.31
***** REPORT TOTAL *****		\$379,435.86

Paid from the following funds: General Fund: 104,608.63; Road Use Tax: 24,341.36; Employee Benefits: 21,161.76; Debt Service: 37,693.75; Capital Project (LOST): 1,951.25; H Ave project: 173,811.05; Sewer Utility Fund: 15,246.98; Storm Water Utility Fund: 621.08

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 76,416.65; Road Use Tax: 31,790.47; Employee Benefits; 21,898.80; Hotel/Motel Tax: 148.36; TIF: 29,809.31; LMI Fund: 964.34; Debt Service: 14,601.51; Capitol Equipment (LOST) 65,836.10; Capital Project Reserve:12,128.69; H Avenue Project: 110,946.00; FEMA Food 2019 Project: 30,577.61; Sewer Utility: 27,330.47; Storm Water Utility: 10,120.26

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 Airport Commission, Community Center, Park Board, Planning & Zoning and Library along with December events.

ACTION & DISCUSSION ITEMS

Closed Session to Discuss Pending and Threatened Litigation. Iowa Code Chapter 21 including but not limited to Iowa Code Section 21.5(1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent. City Attorney recommended Closed session as allowed by the foregoing sections.

Motion by Yungbluth second by Hinshaw to go into closed session to discuss strategy with counsel in matters that are presently in litigation and matters where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the City in that litigation. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Eckard. Nay: None. Motion carried. Council went into closed session at 6:34 p.m.

The council come out of closed session at 7:20; no action was taken. Members present: Hinshaw, Olsen, Frederick, Yungbluth and Eckard.

Funding request from YMCA

Andrew Fisher thanked the council for previous funding. In the past the City of Milford has supported programs for kids. Fisher handed out information in regards to the YMCA and talked about membership demographics, community programs and school partnerships. The YMCA is asking for \$15,000 in funding. Council will review during budget discussion; no action was taken.

Discussion on Lower Gar

Mayor Anderson suggested at the last meeting to consider a resolution supporting the study of low water in the Lower Gar area. Discussion took place that this needs to be a county wide joint effort with DNR and local entities so everyone can work together and not just the City of Milford. The consensus from the council and residents in attendance from Lower Gar is to modify the box culverts. Dickinson County Supervisor Tim Fairchild commented that before anything is done with Lower Gar the county is probably going to want to address issues downstream on A34 and 6th St. The residents in South Shore want to see something in writing before anything is done with the culverts. There was discussion about reaching out to the Watershed group. Mayor Anderson is going to reach out to Bill Van Orsdel and Andy Yungbluth is going to talk with Mike Hawkins. Mayor Anderson noted in speaking with City Attorney Dave Stein that if there is an agreement between the city and the county it should be suggested that the City of Milford would be held harmless for anything downstream. After much discussion a motion by Hinshaw, second by Frederick to have Dave Stein draft a resolution. All voting aye. Motion carried.

Discuss livestreaming meetings

Motion by Yungbluth second by Hinshaw to table until next meeting. All voting aye. Motion carried.

Discussion on employee recognition dinner and location

Motion by Hinshaw second by Eckard to support a recognition dinner and do this in January. All voting aye. Motion carried. There was discussion on past locations and council felt maybe we should do something different due to the size of the group. It was suggested to use the Community Center and have a meal catered. Reinsbach noted she would bring options back at the next meeting.

Approve Hold Harmless agreement between City of Milford and Lucille Mae, LLC.

Motion by Hinshaw second by Yungbluth to approve Hold Harmless agreement between City of Milford and Lucille Mae, LLC. All voting aye. Motion carried.

Resolution setting public hearing on proposed amendments to the Milford City Code of Ordinances

Motion by Yungbluth second by Hinshaw to approve **Resolution 19-77** Resolution setting public hearing on proposed amendments to the Milford City Code of Ordinances. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution establishing a policy for making retention payments for city employees

Motion by Hinshaw second by Frederick to approve **Resolution 19-78** Resolution establishing a policy for making retention payments for city employees. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution authorizing payment No. 6 to Hulstein Excavating, Inc. for the 2019 City of Milford H Avenue reconstruction project- Phase III

Motion by Olsen second by Yungbluth to approve **Resolution 19-79** Resolution authorizing payment No. 6 to Hulstein Excavating, Inc. for the 2019 City of Milford H Avenue reconstruction project- Phase III
Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution authorizing fund transfers for FY2020

Motion by Yungbluth second by Hinshaw to approve **Resolution 19-80** Resolution authorizing fund transfers for FY2020. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach mentioned she has meet with Community Center Board, Park Board, and Airport Commission and have their recommended budgets. Department heads and the Library budget submitted their budgets request in November. There is a Fire Advisory Board meeting Monday December 16th to review initial budget and discuss the suggested changes on the 28E Agreement. We will meet again in January after the assessments are out to finalize the Fire Department budget. Chris Hinshaw wanted to thank everyone who helped with Holiday Fantasy, it was great turnout. Mayor Anderson noted he will be in court on Thursday and Friday and asked if anyone would like to take his place on Thursday December 12th at 8:30 a.m. in meeting with Brad Droegmiller and Juli Johnson. Don Olsen said he would attend.

With no other discussion, motion to adjourn by Yungbluth second by Olsen at 8:25 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk