

MILFORD CITY COUNCIL
 REGULAR MEETING
 JANUARY 11, 2016
 6:30 PM

The Milford City Council met in regular session January 11, 2016 at 6:30 p.m. in the Community Center Board Room
 Mayor Bill Reinsbach presided.

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

Absent: None

Others present: Brandon Macias with Boji Bay Clubhouse, Randy Rohlfesen with Okoboji Tourism and Greg Drees with Okoboji Blue Water Festival

Bill Reinsbach led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes December 28, 2015 meeting
- Clarks Museum of Okoboji Area and Iowa History-funding letter
- Damaged mailbox reimbursement request-Donna Schoorman
- Commercial tax abatement- Scott & Angela Orpen
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$383.65
AFLAC	EE PREMIUMS	\$447.60
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$1,509.50
GENERAL DRIVERS UNION	UNION DUES	\$298.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$13,168.92
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,366.76
IPERS	IPERS REGULAR	\$14,907.94
ARNOLDS PARK POLICE DEPARTM	SHARED OFFICER PAY	\$4,904.49
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$4,226.60
CLARK ROBERT	CLOTHING REIMBURSEMENT	\$179.95
COOPERATIVE ENERGY COMPANY	DEC FUEL INVOICE	\$604.44
MILFORD COMMUNICATIONS	POLICE DEPT SERVICES	\$58.86
STOREY KENWORTHY	SUPPLIES	\$10.17
TRUE VALUE-MILFORD	DECEMBER STATEMENT	\$7.49
ALPHA WIRELESS COMM. CO.	FIRE DEPT SERVICES	\$39.00
ARNOLD MOTOR SUPPLY	DECEMBER INVOICES	\$328.61
BALLAH ELECTRIC	FIRE DEPT SERVICES	\$68.00
BLACK HILLS ENERGY	FIRE DEPT MNTHLY GAS UTILITY	\$510.44
CARD SERVICES CENTER	FIRE DEPT STATEMENT	\$203.01
CENTER FOR BUSINESS & IND	TRAINING-FRODERMANN	\$240.00
DANKO EMERGENCY EQUIPMENT	FIRE DEPT SERVICES	\$369.12
EMERGENCY RESPONSE RESOURCE	FIRE DEPT SERVICES	\$240.00
FELD FIRE	GEAR REPAIRS	\$163.75
FFRS	FIRE DEPT SERVICES	\$32.46
JCL SOLUTIONS-JANITORS CLOSET	FIRE DEPT SUPPLIES	\$159.46
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT QRTRLY TESTING	\$152.60
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	\$96.50
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$836.00
RICK'S PEST CONTROL	11506310	\$35.00
THE ANDERSONS	FIRE DEPT FUEL	\$357.10

TRUE VALUE-MILFORD	DECEMBER STATEMENT	\$0.30
UNITED COMMUNITY BANK	STOP PAYMENT CHARGE	\$21.40
VAHLSING'S CLEAN SWEEP	FIRE DEPT JANITORIAL	\$110.00
ARNOLD MOTOR SUPPLY	DECEMBER INVOICES	\$101.85
BECK ENGINEERING INC	CITY ENGINEER FEES	\$1,020.00
BLACK HILLS ENERGY	MAINT SHED MNTLY GAS UTILITY	\$237.30
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$1,056.65
COMM HOUSING INITIATIVES	APPRAISAL 903 10TH 3 PARCELS	\$2,545.00
COOPERATIVE ENERGY COMPANY	DEC FUEL INVOICE	\$3,922.96
MENARDS - SPENCER	PUBLIC WORKS SUPPLIES	\$27.96
MILFORD COMMUNICATIONS	PUBLIC WORKS SERVICES	\$48.86
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$318.22
SANFORD HEALTH	HEARING TEST	\$69.96
STOREY KENWORTHY	SUPPLIES	\$75.96
TRUE VALUE-MILFORD	DECEMBER STATEMENT	\$51.11
COLEMAN, VAUGHN	AIRPORT SHED CLEANING	\$75.00
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$130.53
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$784.73
BERNING, SHELLY	1/6/16 LIBRARY BRD MTG	\$25.00
CAMPUS CLEANERS	CITY HALL SERVICES	\$58.78
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$2,113.30
CHRISTIANS SHEET METAL	FALL SERVICE PLAN	\$62.50
DOTSON, DENNIS	1/6/16 LIBRARY BRD MTG	\$25.00
FRANKLIN, ELAINE	1/6/16 LIBRARY BRD MTG	\$25.00
GANO, JOANN	1/6/16 LIBRARY BRD MTG	\$25.00
GCS TECH INC.	LIBRARY SERVICES	\$520.00
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HINSHAW, BRIAN	DECEMBER SERVICES	\$458.13
JACKSON MILLWORK CO. INC	LIBRARY SERVICES	\$614.50
KILTS, RICK	1/6/16 LIBRARY BRD MTG	\$25.00
KNIGHT PROTECTION	COMM CTR YRLY FIRE SYS SER	\$75.00
LAKES NEWS SHOPPER	LIBRARY AD	\$28.40
LAURENS PUBLIC LIBRARY	DAMAGED BOOK	\$11.00
MILFORD COMMERCIAL CLUB	LIBRARY 2016 MEMBERSHIP FEE	\$100.00
MILFORD COMMUNICATIONS	LIBRARY SERVICES	\$68.86
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$917.22
RICK'S PEST CONTROL	CITY HALL SERVICES	\$10.00
SORENSEN, BETH	LIBRARY SUPPLIES	\$20.02
SPENCER DAILY REPORTER	SUBSCRIPTION	\$99.00
STOREY KENWORTHY	LIBRARY SUPPLIES	\$57.60
THE N'WEST IOWA REVIEW	SUBSCRIPTION REVIEW	\$39.95
TRUE VALUE-MILFORD	LIBRARY SUPPLIES	\$18.99
ARNOLD MOTOR SUPPLY	DECEMBER INVOICES	\$202.33
BOMGAARS	SUPPLIES	\$291.64
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$1,207.60
COOPERATIVE ENERGY COMPANY	DEC FUEL INVOICE	\$78.01
CUTTING EDGE SALES & SERVICE	PARK SUPPLIES	\$28.17
DICKINSON COUNTY CONSERVAT	GREEN WASTE DISPOSAL	\$40.00
MIDWEST MACHINERY CO.	PARKS MOWER	\$16,000.00
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$586.66
SANFORD HEALTH	HEARING TEST	\$34.48

CAMPUS CLEANERS	CITY HALL SERVICES	\$25.39
CHRISTIANS SHEET METAL	FALL SERVICE PLAN	\$62.50
DANNATT, MARY	12/2/15 COMM CTR MTG	\$50.00
HEMPHILL, LINDA	12/2/15 COMM CTR MTG	\$50.00
HINSHAW, BRIAN	DECEMBER SERVICES	\$395.75
KEIZER, ROBB	12/2/15 COMM CTR MTG	\$50.00
KNIGHT PROTECTION	COMM CTR YRLY FIRE SYS SER	\$75.00
MCCREA, JIM	1/6/16 COMM CTR MTG	\$25.00
MCDONALD SUPPLY	DRINKING FOUNTAIN	\$400.00
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$1,137.78
ORTMAN, RICH	12/2/15 COMM CTR MTG	\$25.00
ANDERSON, STEVE	12/10/15 P & Z MTG	\$25.00
HORSTMAN, DENNY	12/10/15 P & Z MTG	\$25.00
LAKES NEWS SHOPPER	DECEMBER ADS	\$57.15
NELSON, WANDA	12/10/15 P & Z MTG	\$25.00
PAPE, JULIE	12/10/15 P & Z MTG	\$25.00
CARD SERVICES CENTER	CITY DATA YRLY BACKUP PLAN	\$44.62
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$2,264.25
LAKES NEWS SHOPPER	DECEMBER ADS	\$152.40
MCDONALD SUPPLY	DRINKING FOUNTAIN	\$817.94
MILFORD COMMUNICATIONS	CITY HALL SERVICES	\$57.95
NW IA CITY CLERK'S ASSOC	CITY CLERKS'S DUES	\$25.00
OFFICE SYSTEMS COMPANY	CITY HALL COPIER	\$351.50
PURCHASE POWER	POSTAGE	\$503.50
R & D INDUSTRIES	SERVICE AGREEMENT	\$750.00
STOREY KENWORTHY	SUPPLIES	\$439.53
DEKOTER, THOLE, & DAWSON, P.L.	GENERAL FILE	\$1,716.00
BLACK HILLS ENERGY	CITY HALL MNTHLY GAS UTILITY	\$35.86
CAMPUS CLEANERS	CITY HALL SERVICES	\$71.38
CHRISTIANS SHEET METAL	FALL SERVICE PLAN	\$125.00
HINSHAW, BRIAN	DECEMBER SERVICES	\$746.12
KNIGHT PROTECTION	COMM CTR YRLY FIRE SYS SER	\$150.00
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$987.46
RICK'S PEST CONTROL	CITY HALL SERVICES	\$40.00
BOULDERS INN	DECEMBER 2015 TIF PAYMENT	\$15,973.53
D & W DEVELOPMENT	DECEMBER 2015 TIF PAYMENT	\$29,911.44
DICKINSON CO. TREASURER	TIF OVERPAYMENT	\$8,740.99
E & F INVESTMENTS	DECEMBER 2015 TIF PAYMENT	\$6,000.00
KUCH BUILDERS INC & UNITED	DECEMBER 2015 TIF PAYMENT	\$51,116.63
MAYER, BOB	DECEMBER 2015 TIF PAYMENT	\$8,580.54
POLARIS INDUSTRIES	DECEMBER 2015 TIF PAYMENT	\$15,848.23
SAFARI CHILDCARE CENTER	DECEMBER 2015 TIF PAYMENT	\$1,392.76
BOMGAARS	NICK RICE CLOTHING	\$149.98
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$1,056.65
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$888.43
ARNOLD MOTOR SUPPLY	DECEMBER INVOICES	\$186.15
BOMGAARS	BRANDON SCHUETTE CLOTHING	\$264.98
CENTRAL STATES SOUTHEAST	EE HEALTHCARE	\$2,264.25
DICKINSON COUNTY CONSERVAT	BROWN GOODS/GREEN WSTE DIS	\$590.00
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$199.99
SANFORD HEALTH	HEARING TEST	\$33.48

SCHOORMAN, DONNA	MAILBOX REIMBURSEMENT	\$29.97
SHAMROCK RECYCLE INC.	DECEMBER RECYCLE SERVICES	\$3,828.96
WASTE MANAGEMENT	12/1-12/15 LANDFILL FEES	\$3,385.45
TOTAL ACCOUNTS PAYABLE		\$270,649.59
PAYROLL CHECKS		\$54,273.18
**** PAID TOTAL ****		\$324,922.77

Paid from the following funds: General Fund: 138,079.40; Road Use Tax: 20,364.42; Country Meadows: 8,740.99; LMI Housing Fund: 5,133.59; K-9 Unit: 89.12; Debt. Service: 130,310.44; Sewer Utility: 7,084.54; Garbage Utility: 15,120.27

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 144,035.28; Road Use Tax: 34,147.97; Employee Benefits: 11,674.41; Hotel/Motel Tax: 38,506.96; Milford South Industrial Park: 20,516.66; Nature Trails TIF: 2,088.59; Meyer TIF: 102.73; Ponds Phase 1 TIF: 684.85; K-9 Unit: .74; Debt Service: 163,451.14; 6th St. Debt & Service Sinking Fund: 8,931.36; 6th St. Debt & Service Reserve Fund: 22.68; Capitol Equipment (LOST):50.52; Capital Project Fire Station: 19.73;Capitol Project TIF Supported: 5.26; Capital Project 2010 St. Project: 2.05; Capital Project Reserve: 219.34; Capitol Project 6th St Utility: 1.49; L Ave: 1.12; 2012 Street Project: 16.16; H Ave Project: 235,357.15; Sewer Utility: 24,733.62; Garbage Utility: 32,382.48; Storm Water Utility: 10,235.96; Equipment Revolving: 2.52

REPORTS

Board/Commission Reports

Council reviewed December Clerks/Treasurer report, Monthly Expense and Revenue reports, Police and Fire department reports. November minutes from Community Center, Planning & Zoning, Milford Memorial Library and Park Board.

PUBLIC HEARING

FY 2016 Budget Amendment

Mayor Reinsbach opened the meeting at 6:32 p.m.

A question was asked as to why the need for the budget amendment, City Administrator Houge explained it was a combination of the H Avenue street project, increase on City welcome signs as that project was to be partially completed before July 1, 2015 but due to unforeseen circumstances the project was delayed and the City had not budgeted for the full amount for FY2016.

With no other comments Mayor Reinsbach closed the public hearing at 6:34 p.m.

ACTIONS & DISCUSSION ITEMS

Resolution 16-01 Amending FY 2016 budget

Motion by Olsen, second by Simpson to approve Resolution 16-01 Amending the FY2016 budget. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Boji Bay Clubhouse Entertainment- Brandon Macias

Brandon Macias with Boji Bay Clubhouse Entertainment presented Council with drawings of a new stage, where they are at in the construction process, and a brief overview of the summer events. He stated along with the free concerts there will be three large big name artists performing at Boji Bay this summer. He also asked for a \$3000.00 donation from the city to help cover the cost of getting these performers to Milford. The council said they should put it on their budget requests.

Okoboji Tourism- Randy Rohlfsen

Randy Rohlfsen represented Okoboji Tourism and presented to the council the past accomplishments they have had. He expressed the need and importance of Okoboji Tourism and the large impact tourism has on the Okoboji area which includes Milford. He also talked about the part Okoboji Tourism plays in promoting tourism for the Okoboji area. He asked the council for a donation of one half of the hotel/motel tax dollar revenue Milford collects. The council said they would take it into consideration with their budget talks.

Okoboji Blue Water Festival-Greg Drees

Greg Drees representing the Okoboji Blue Water Festival presented to the council on the progress made for the Okoboji Blue Water Festival event this summer. He explained there will be lots of guest speakers, exhibitors, and clean water themed activities to promote clean water. Greg had approached the council in August for a \$5000.00 donation and

wanted to visit with them once again closer to budget time. The council said they would consider it during their budget sessions.

Resolution 16-02 Approving payment application #5 to Thorstad Companies for the H Avenue project

Motion by Olsen second by Simpson to approve Resolution 16-02 Approving payment #5 to Thorstad Companies for the H Avenue project. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Appointment of City Administrator/ Clerk

Motion by, Olsen second by Walters to appoint LeAnn Houge as City Administrator/Clerk . Aye: Simpson, Olsen, Rolling, Walters, Huse. Nay: None Motion carried

Appointment of Mayor Pro Tem

Mayor Reinsbach announced his appointment of Councilman John Walters as Mayor Pro Tem.

Appointment of City Attorney

Motion by Olsen, second by Simpson to appoint Harold Dawson as City Attorney for another year. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None Motion carried.

Waste Management/ Town and Country City wide garbage discussion

After discussion with both companies on services, pick up times, future recycling programs, and everything else associated with garbage removal, there was a motion by Olsen, second by Huse to outsource Milford’s garbage collection. Aye: Simpson, Rolling, Olsen, Huse. Nay: Walters.

The council instructed the Administrator to continue researching the best service and pricing and make a recommendation to the council. The outsourcing would not start until our supply of blue bags were used up.

Resolution 16-03 Resolution of the Milford City Council to request the assistance of Northwest Iowa Planning and Development Commission

Motion by Walters second by Olsen to approve Resolution 16-03 Resolution of the Milford City Council to request the assistance of Northwest Iowa Planning and Development Commission. This resolution allows NWIPD to assist with the Milford Comprehensive Plan. Roll Call: Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None Motion carried

Resolution 16-04 Designation of newspaper

Motion by Simpson second by Olsen to approve Resolution 16-04: Designation of Newspaper. The resolution designates the Dickinson County News as the official newspaper. Roll Call. Ayes: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Resolution 16-05 Establishing Council meeting time, date and place

Motion by Olsen second by Simpson to approve Resolution 16-05: Establishing Council Meeting time, date and place. The resolution keeps the regular council meetings set for the second and fourth Monday of each month at 6:30pm. Roll Call. Ayes: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Resolution 16-06 Designating depositories and setting maximum balances

Motion by Olsen second by Walters to approve Resolution 16-06: Designating Depositories and Setting Maximum Balances. Roll Call: Aye: Simpson, Olsen, Rolling, Walters, and Huse. Nay: None. Motion carried.

Resolution 16-07 Ratifying Council committee appointments

Motion by Olsen second by Huse to approve Resolution 16-07: Ratifying council committee appointments. Roll Call Ayes: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried. Appointments are as followed.

Finance Committee

Bill Reinsbach, Mayor
John Walters
City Administrator
Department head/
staff as needed

Building & Equipment

Bill Reinsbach, Mayor
Bill Huse
Don Olsen
City Administrator
Department head/
staff as needed

Personnel

Bill Reinsbach, Mayor
John Walters
Mary Kay Rolling
City Administrator
Department head/
staff as needed

Housing Committee

John Walters
Jason Simpson

FY 2017 Budget Update

City Administrator Houge discussed with Council a timetable for meeting with other city boards and commissions on the FY 2017 budget. Houge noted she is trying to get a meeting scheduled with the Fire Advisory Board the week of 1-18-2016 to review the Fire Department budget request.

COMMENTS BY MAYOR, COUNCIL AND STAFF

With no other discussion, motion to adjourn by Olsen second by Simpson at 8:02 p.m. Motion carried.

Respectfully submitted,

Bill Reinsbach, Mayor

LeAnn Houge, City Administrator/Clerk