

MILFORD CITY COUNCIL
 REGULAR MEETING
 JANUARY 13, 2020
 6:30 PM

The Milford City Council met in regular session January 13, 2020 at 6:30 p.m. in Community Center Board Room. Mayor Steve Anderson presided.

Members present: Aaron Gebhart, Doug Frederick, Andy Yungbluth and Jason Eckard.

Absent: Chris Hinshaw

Others present: City Administrator LeAnn Reinsbach, Bob Clark, Kent Eilers, Matthew Horihan, Rebecca Peters, Bridget Johnson, Don Brinkley, Angela Kofoot, Kiley Miller, Joanne Follon, Russ Leach, Bob Kirschbaum, Arin Miller, David Huntress, Brian Dalziel

Steve Anderson led the Pledge of Allegiance.

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

Motion by Yungbluth second Eckard to approve consent agenda. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes of December 23, 2019 meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$940.26
ALLIANT ENERGY	SIGN UTILITY	\$23.35
ALPHA WIRELESS COMM. CO.	FIRE DEPT SUPPLIES	\$1,085.97
AMAZON/SYNCB	LIBRARY SUPPLIES	\$289.54
AMERICAN UNDERGROUND SUP	PW SNOW BUDGET SUPPLIES	\$476.82
ANDERSON, GILLIAN	LIBRARY CRAFT REIMBURSE	\$153.71
ARNOLD MOTOR SUPPLY	DECEMBER INVOICES	\$422.20
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$792.16
BARCO MUNICIPAL PROD. INC	SQUARE LINK CROSS CHAIN	\$609.78
BECK ENGINEERING INC	AIRPORT RUNWAY REHAB PROJECT	\$12,582.50
BERNING, SHELLY	LIBRARY BRD MTG 1/6/2020	\$25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$826.43
BOJI WELDING AND SERVICES	JETTER REPAIR	\$190.00
BOMGAARS	PW SUPPLIES	\$245.95
BORDER STATES INDUSTRIES	BALLASTS	\$1,322.35
BOYER TRUCKS	PW VEHICLE MAINT	\$989.14
BRINKS CONSULTING	NOV & DEC SERVICES	\$278.40
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.37
CANON FINANCIAL SERVICES	LIBRARY PURCHASE AGRMNT	\$71.83
CARD SERVICES CENTER	PD SUPPLIES/PW CABINET	\$1,747.10
CC SCREEN PRINTING	WOLFF CLOTHING	\$150.48
CENTER POINT LARGE PRINT	LIBRARY BOOKS	\$510.48
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$20,836.20
CERTIFIED TESTING SERVICES INC	M AVE 7TH TO 13TH GEO EXPLORE	\$2,000.00
COLEMAN, VAUGHN	AIRPORT SHED JANITORIAL	\$75.00
COOPERATIVE ENERGY COMPANY	DECEMBER FUEL INVOICES	\$3,429.34
D & W DEVELOPMENT	DECEMBER 2019 TIF PAYMENT	\$43,318.22
DAVE'S REPAIR, INC.	FIRE DEPT SERVICES	\$2,781.82
DEMCO	LIBRARY SUPPLIES	\$148.69
DENNIS E MERRY	DECEMBER JANITORIAL	\$1,700.00
DICKINSON COUNTY ATTORNEY	CNTY ATTORNEY % AS OF 12/4/19	\$2,015.49
DICKINSON COUNTY CONSERVATION	DECEMBER GREEN WASTE	\$510.00
DICKINSON COUNTY NEWS	DECEMBER PUBLICATIONS	\$546.66
DOTSON, DENNIS	LIBRARY BRD MTG 1/6/2020	\$25.00
E & F INVESTMENTS	DECEMBER 2019 TIF PAYMENT	\$6,000.00
FRANKLIN, ELAINE	LIBRARY BRD MTG 1/6/2020	\$25.00
GALE	LIBRARY BOOKS	\$33.74
GALEN'S PRO-MOW	PW VEHICLE MAINT	\$95.00
GALLS LLC	EE CLOTHING	\$88.25
GANNO, JOANN	LIBRARY BRD MTG 1/6/2020	\$25.00
GCS TECH INC.	LIBRARY SERVICES	\$150.00
GENERAL DRIVERS UNION	UNION DUES	\$392.00

GORDON FLESCH COMPANY	LASERFICHE	\$150.00
GRAHAM TIRE COMPANY	PD TIRES	\$1,289.12
GREATAMERICA FINANCIAL SVCS.	LIBRARY COPIER	\$110.43
HORSWELL, ROBYN	REIMBURSE STAFF DEV MEAL	\$18.81
HULSTEIN EXCAVATING, INC.	H AVE RECON PAYMNT #6	\$65,426.74
HY-VEE SPIRIT LAKE	LIBRARY DEVELOPMENT MEAL	\$400.00
IA COMMUNITIES ASSURANCE POOL	SETTLEMENT PAYMENT	\$2,000.00
IDALS - PESTICIDE BUREAU	LOERTS COMMERCIAL APP CERT	\$15.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$18,236.36
INTERNATIONAL ASSOC OF FI	FIRE DEPT MEMBERSHIP DUES	\$240.00
IOWA LAKES ELECTRIC COOP	301 PHEASANT LN	\$807.00
IOWA ONE CALL	NOVEMBER LOCATES	\$58.60
IPERS	IPERS REGULAR	\$13,177.69
JACK'S UNIFORMS & EQUIP.	WOLFF NAME PLATE	\$21.45
JAYCOX IMPLEMENT	PW SNOW BUDGET	\$426.19
JCL SOLUTIONS-JANITORS CLOSET	COMM CTR SUPPLIES	\$154.50
JENNINGS TOW & REPAIR	PW KEROSENE	\$41.83
KAPP'S FIRE EQUIP. & SERV.	ANNUAL INSPECTION	\$579.25
KILTS, RICK	LIBRARY BRD MTG 1/6/2020	\$25.00
KIMBALL MIDWEST	STORM SEWER & NEW BARRICADES	\$158.18
KUCH BUILDERS INC & UNITED COM	DECEMBER 2019 TIF PAYMENT	\$102,487.77
LAKES PLUMBING HEATING AND COO	LIBRARY SERVICES	\$131.15
LOFFLER	PD COPIER	\$106.60
MATHESON TRI-GAS INC	PW SHOP SUPPLIES	\$200.52
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$292.01
MAYER, BOB	DECEMBER 2019 TIF PAYMENT	\$4,821.99
MENARDS - SPENCER	STREET REPAIR	\$114.81
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$214.00
MID-AMERICAN RESEARCH CHEMICAL	SEWER CHEMICALS	\$308.86
MID-IOWA SOLID WASTE EQUIPMENT	PW SWEEPER SUPPLIES	\$1,078.37
MIDWEST BREATHING AIR L.L.C.	NFPA QRTR AIR TEST	\$209.00
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$771.04
MILFORD MUNICIPAL UTILITY	NOV/DEC UTILITY	\$9,371.00
NEWMAN SIGNS, INC.	PW STREET MAINT	\$475.14
NWICC	ARNDT EMERGENCY SERV TRAINING	\$900.00
OKOBOJI INN & SUITES	DECEMBER 2019 TIF PAYMENT	\$18,176.67
PARACLETE PRESS INC	LIBRARY SUPPLIES	\$36.48
PETE HOWE INDUSTRIAL INC.	SEWER REPAIRS & REPLACEMENTS	\$812.50
POWERPLAN	PW VEHICLE MAINT	\$72.89
PRODUCTIVITY PLUS ACCOUNT	PW VEHICLE MAINT	\$76.90
R & D INDUSTRIES	SERVICE AGREEMENT	\$886.13
RICK'S PEST CONTROL	CITY HALL SERVICES	\$95.00
SAFCO PRODUCTS CO.	DECEMBER 2019 TIF PAYMENT	\$22,170.70
WEDEKING, SAM	SNOW REMOVAL	\$2,625.00
SCHMELLING, BOBBI	DECEMBER 2019 TIF PAYMENT	\$1,125.08
SCHULTZ, BECCA	LIBRARY CRAFT REIMBURSE	\$20.12
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$364.88
SERVICE MASTER BY RICE	OLD CITY HALL FIRE DAMAGE	\$39,000.00
SIMMERING CORY IA CODE	NOV 19 SUPPLEMENT & TABS	\$169.00
STATE STEEL SUPPLY COMPANY	PW VEHICLE MAINT	\$406.00
STEIN LAW OFFICE	DECEMBER LEGAL FEES	\$2,904.00
STOREY KENWORTHY	LIBRARY SUPPLIES	\$617.01
SUNSHINE FOODS	LIBRARY SUPPLIES	\$122.88
THE DAILY REPORTER	LIBRARY SUBSCRIPTION	\$99.00
THE SAFARILAND GROUP	PD SUPPLIES	\$704.41
TITAN MACHINERY	PW VEHICLE MAINT	\$76.90
TREASURER, STATE OF IOWA	STATE TAXES	\$3,623.00
TRUE VALUE-MILFORD	DECEMBER INVOICES	\$269.97
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$402.30
UMB BANK	GO 2010	\$1,000.00
UNITED COMMUNITY BANK FOR PETT	LIBRARY POSTAGE	\$5.71
VERIZON WIRELESS	COUNCIL TABLETS	\$1,677.84
YMCA OF THE OKOBOJIS	2020 CONTRIBUTION	\$7,500.00
Accounts Payable Total		\$437,925.01
Payroll Checks		\$51,835.24

Paid from the following funds: General Fund: 113,561.39; Road Use Tax: 28,325.91; Employee Benefits: 16,929.42; TIF: 198,100.43; Police Forfeiture: 2,015.49; Debt Service: 1,000.00; Capital Project (LOST): 14,063.75; H Ave project: 64,426.74; 2019 Fire/ICAP Old City Hall; 39,000.00; Sewer Utility Fund: 11,074.64; Storm Water Utility Fund: 262.48

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 114,869.11; Road Use Tax: 22,966.81; Employee Benefits; 19,600.62; Hotel/Motel Tax: 36,893.03; TIF: 35,209.63; LMI Fund: 82,594.63; Debt Service: 41,740.28; Capitol Equipment (LOST) 61,386.34; Capital Project Reserve: 2,916.70; H Avenue Project: 78,476.00; FEMA Food 2019 Project: 3,898.81; 2019 Fire/ICAP Old City Hall; 52,295.84: Sewer Utility: 28,699.90; Storm Water Utility: 10,182.55

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the December Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Police report. Fire Department minutes from November and December. December minutes from Community Center, Park Board, and Library along with February events. December Dickinson County Sanitary Landfill Commission minutes.

ACTION & DISCUSSION ITEMS

Funding request Angela Kofoot with Voluntary Action Center (Meals on Wheels)

Angela expressed Voluntary Action Center's main focus is Meals on Wheels. Angela is asking for \$2000.00 in funding. Council will review during budget discussions; no action was taken.

Council to hear from Kiley Miller with Iowa Lakes

Kiley Miller thanked council for continued commitment to the Iowa Lakes Corridor and gave an update on the Iowa Lakes Development Corporation. The Corridor's request for Milford is to contribute \$3.50 per person/ \$10,400 per year for the next 5 years. The council did not take any action but mentioned they would discuss it during budget time. Mayor Anderson brought up housing in relation to the low unemployment rate in the county. Kiley spoke about the state's workforce housing tax credit program and noted Milford really needs to find a location for housing and decide what is affordable.

Funding request Bob Kirschbaum with Pearson Lakes Art Center

Executive Director Bob Kirschbaum went over programs dealing with preschoolers. PLAC is also expanding on culinary arts. Bob is requesting \$3000.00 in funding this year. Council will review during budget discussion; no action was taken.

Funding request Humane Society of Northwest Iowa

Arin Miller with the Dickinson County Humane Society was present and discussion took place in regards to funding for FY2021. The Humane Society is asking for \$3200.00 and to renew the annual contract. Council will review during budget discussion; no action was taken.

Funding request Matt Horihan with CAASA

Matt Horihan with CAASA spoke about the program and that headquarters are based out of Spencer, Iowa. Matt is asking that council to consider funding \$2000.00 in the upcoming year. Council will review during budget discussion; no action was taken.

Funding request Rebecca Peters with Okoboji Tourism

Okoboji Tourism Director Rebecca Peters presented the 2018-2019 annual report and asked council to consider a donation from the hotel motel tax dollars. Council will review during budget discussion; no action was taken.

Resolution ratifying Council committee appointments

Motion by Yungbluth second by Gebhart to approve **Resolution 20-01** Resolution ratifying Council committee appointments. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution establishing time, date & place for City of Milford Council meetings

Motion by Yungbluth second by Eckard to approve **Resolution 20-02** Resolution establishing time, date & place for City of Milford Council meetings. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution approving designation of official newspaper

Motion by Yungbluth second by Eckard to approve **Resolution 20-03** Resolution approving designation of official newspaper.

Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution approving depositories for city investments

Motion by Yungbluth second by Eckard to approve **Resolution 20-04** Resolution approving depositories for city investments. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution setting hearing to consider a resolution relating to maximum property tax dollars for FY2021

Motion by Yungbluth second by Gebhart to approve **Resolution 20-05** Resolution setting hearing to consider a resolution relating to maximum property tax dollars for FY2021. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution supporting the study of removing lower gar from the impaired waters list

Mayor Anderson talked about conversations he has had with the DNR and came up with a resolution supporting the study of removing lower gar from the impaired waters list. The goal would be to send a copy of this resolution to the county and neighboring towns. Motion by Eckard second by Yungbluth support the passage of resolution to allow other entities to review and make any suggested changes. Mayor Anderson and Reinsbach will work on a letter to be mailed with resolution. All voting aye. Motion carried.

FY 2020-2021 budget update and discussion on SF634

Administrator Reinsbach noted in December she met with Kent Eilers, Jason Eckard, and Mayor Anderson. It was decided to go with architectural firm Bergland and Cram for the public works facility. The group is meeting again next week. Reinsbach also mentioned she has met with the buildings and equipment committee and will need to meet again with the infrastructure and finance committees. The goal is to get this done during the month of January. The Fire Board Trustees met on January 8th and approved their final budget. Reinsbach then reviewed SF634 with council and explained the new law requires all cities to pass a resolution establishing their maximum property tax dollars to certify for levy, post notification, hold a public hearing, and vote regardless whether we exceed the specified 2% threshold for certain levies. Reinsbach explained it makes it interesting because we have an idea on wage increases but we do not know what kind of an increase there will be on insurance or how the rollbacks will play out. Reinsbach went over 3 different scenarios to include levying for liability insurance, support of emergency management, FICA, IPERS and other employee benefits and how they would affect the levy and also explained that if we exceed the 2% threshold the council must pass the resolution by 2/3rds majority vote. Motion by Yungbluth second by Eckard to publish proposed tax levy change of 4.30% or \$1,672,848.00. All voting aye. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Administrator Reinsbach talked about the Florence Park shelter house addition and the committee working on this project will meet again January 20th, 2020. Mayor Anderson mentioned he had spoken with Dave Stein in regards to the MMU Agreement for the solar farm and according to the deed MMU has a 20-year lease on land, nothing else needs to be done from the city. From previous meetings the council is ok and would like to see MMU move forward on the solar farm. Mayor Anderson mentioned he has spoken with Greg Drees with the Okoboji Blue Water Festival about funding. Anderson noted Drees is asking for \$1000.00 and we can review during budget discussions.

With no other discussion, motion to adjourn by Yungbluth second by Eckard at 7:43 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk