

MILFORD CITY COUNCIL
 REGULAR MEETING
 JANUARY 9, 2017
 6:30 PM

The Milford City Council met in regular session January 9, 2017 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: None

Bill Reinsbach led the Pledge of Allegiance.

Motion by Olsen second by Huse to approve the agenda. Roll call vote. All voting aye. Motion carried.

Motion by Olsen second by Simpson to approve consent agenda. Roll call vote. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes December 27, 2016 meeting
- Approve new liquor license for Zippers
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$866.78
ALLIANT ENERGY	SIGN UTILITY	\$26.31
ALPHA WIRELESS COMM. CO.	FIRE DEPT SUPPLIES	\$178.71
AMAZON/GECRB	LIBRARY SUPPLIES	\$533.15
ARNOLDS PARK LIBRARY	LIBRARY TRAVEL SPLIT	\$164.10
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$924.01
BECK ENGINEERING INC	CITY ENGINEER SERVICES	\$822.50
BERNING, SHELLY	LIBRARY BRD MTG 1/4/17	\$25.00
BLACK HILLS ENERGY	CITY HALL UTILITY	\$38.63
BOB'S AUTO BODY	PD LOT FEE	\$302.00
BOCKMAN, MELISSA	AIRPORT BRD MTG 1/4/17	\$25.00
BOHLMANN	RIVER ROCK TRASH RECEIPT	\$1,110.00
BOMGAARS	PW/PD SUPPLIES	\$1,140.48
BRINKS CONSULTING	NOVEMBER SERVICES	\$769.50
BRINKS CONSULTING	DECEMBER SERVICES	\$37.50
BROWN SUPPLY	STREET SWEEPER	\$513.00
CAMPUS CLEANERS	CITY HALL SERVICES	\$311.10
CAREY'S ELECTRONICS	LIBRARY EQUIPMENT	\$899.95
CENTRAL STATES SOUTHEAST & SO	EE HEALTHCARE	\$22,190.00
COOKINHAM, JEFF	LIBRARY BRD MTG 1/4/17	\$25.00
CUTTING EDGE SALES & SERVICE	PARKS SUPPLIES	\$920.34
DEKOTER, THOLE, & DAWSON, P.L.	GENERAL FILE	\$720.50
DICKINSON COUNTY CONSERVATI	GREEN WASTE DISPOSAL	\$360.00
DICKINSON COUNTY RECORDER	RECORDER FEES	\$69.00
DORSEY & WHITNEY LLP	2015 URBAN RENEW/TIF CON	\$742.00
DOTSON, DENNIS	LIBRARY BRD MTG 1/4/17	\$25.00
FRANKLIN, ELAINE	LIBRARY BRD MTG 1/4/17	\$25.00
GALE GROUP	LIBRARY BOOKS	\$154.44
GALLS LLC	EE CLOTHING	\$183.33
GANO, JOANN	LIBRARY BRD MTG 1/4/17	\$25.00
GOULD, RICK	AIRPORT BRD MTG 1/4/17	\$25.00
GRAHAM TIRE COMPANY	2010 FORD TIRES	\$629.52
GREAT AMERICA LEASING CORP.	LIBRARY SERVICES	\$110.43
HILLCREST FORGE	SNOW BLOWER SUPPLIES	\$86.78
HINSHAW, AMIE	DECEMBER JANITORIAL	\$1,600.00
IMHOFF, ROB	FIRE DEPT SKEELBOW	\$150.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,930.42
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,378.18
IOWA CODIFICATION INC.	DEC 16 SUPPLEMENT	\$81.00
IOWA DEPARTMENT OF TRANSPOR	PD PAPER	\$29.52
IOWA ONE CALL	LOCATES	\$27.00
IOWA STATE UNIVERSITY	FIRE DEPT REG FEE KEVIN WES	\$75.00
IPERS	IPERS PROTECTN	\$10,192.34
JENNINGS TOW & REPAIR	PW KEROSENE	\$23.00
KEIZER, ROBB	COMM CTR BRD MTG 1/4/17	\$25.00
KILTS, RICK	LIBRARY BRD MTG 1/4/17	\$25.00
KNIGHT PROTECTION	COMM CTR FIRE SYS MONITOR	\$300.00
LONE RANGE REPAIR, LLC	692 RESCUE	\$1,780.00
MATHESON TRI-GAS INC	PW SHOP SUPPLIES	\$214.94
MCCREA, JIM	COMM CTR BRD MTG 1/4/17	\$25.00
MENARDS - SPENCER	PARKS SHOP DOOR	\$266.32
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT QRTR TEST	\$152.60
MILFORD COMMERCIAL CLUB	CITY ANNUAL MEMBERSHIP	\$200.00
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	\$336.41
MILFORD ELECTRIC INC.	LIGHT BULBS	\$5.94
MILFORD MUNICIPAL UTILITY	UTILITY	\$10,061.60
MPH INDUSTRIES INC.	PD RADAR UNIT	\$2,150.00
NORTH CENTRAL INT'L, INC.	PLOW TRUCK SUPPLIES	\$840.69
NORTHWEST IA. PLAN.&DEV.	SHIELD FISCAL YR 2017 3RD DR	\$3,000.00
OFFICE SYSTEMS COMPANY	CITY HALL SERVICES	\$501.15
POWERPLAN	ROADGRADER	\$110.94
PURCHASE POWER	POSTAGE	\$300.00
R & D INDUSTRIES	MANAGED SERVICE AGREEMEN	\$774.50
RECORDED BOOKS LLC	LIBRARY BOOKS	\$16.50
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
RUBBERSTAMPS.NET	LIBRARY SUPPLIES	\$18.88
SHAMROCK RECYCLE INC.	CURBSIDE RECYCLING	\$3,828.96
SORENSEN, BETH	LIBRARY SUPPLIES REIMBURSE	\$200.16
SPENCER DAILY REPORTER	LIBRARY SUBSCRIP RENEW	\$99.00

SPIRIT LAKE PARTS CITY	PW SUPPLIES	\$185.65
STEIN, CHRIS	AIRPORT BRD MTG 1/4/17	\$25.00
STOREY KENWORTHY	CITY HALL SUPPLIES	\$570.15
THE N'WEST IOWA REVIEW	LIBRARY SUBSCRIP RENEW	\$39.95
TREASURER, STATE OF IOWA	STATE TAXES	\$2,648.00
TRUE VALUE-MILFORD	DECEMBER INVOICES	\$436.62
UNITED COMMUNITY BANK FOR	LIBRARY POSTAGE	\$168.71
VANDER HAAG'S INC.	INT DUMPTRUCK	\$78.34
VERIZON WIRELESS	DECEMBER SERVICES	\$515.50
WASTE MANAGEMENT	LANDFILL FEES 7/16-12/16	\$20,957.30
WINTHER STAVE & CO. LLP	CITY SERVICES	\$875.00
WORKMAN, MIKE	AIRPORT BRD MTG 1/4/17	\$25.00
TOTAL ACCOUNTS PAYABLE		\$116,319.33
PAYROLL CHECKS		\$50,139.94
**** PAID TOTAL ****		\$166,459.27

Paid from the following funds: General Fund: 97,137.16; Road Use Tax: 16,120.37; Employee Benefits: 18,821.89; Hotel/Motel Tax: 1,110.00; Sewer Utility Fund: 7,173.59; Garbage Utility: 26,096.26

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 175,419.74; Road Use Tax: 27,004.94; Employee Benefits: 13,317.91; Hotel/Motel Tax: 35,255.93; TIF: 28,121.58; K-9: .40; LMI Fund: 64,822.99; Debt Service: 28,848.17; Capitol Equipment (LOST):-24,395.40; Capital Project Reserve: 314.97; Sewer Utility: 25,093.14; Garbage Utility: 17,432.24; Storm Water Utility: 9,618.81

REPORTS

Board/Commission Reports

Council reviewed December Clerks/Treasurer report, Monthly Expense and Revenue reports, Police and Fire department reports. December minutes from Community Center, Park Board, Planning & Zoning, Milford Memorial Library and events for January at the Library. Dickinson County Landfill November minutes and Treasurer's report.

ACTIONS & DISCUSSION ITEMS

Dickinson County Trails- update Erin Reed

Erin Reed introduced herself as the new Dickinson County Trails Director and reviewed the 2016 annual report. She gave a brief recap of future planning. Mayor Reinsbach asked again if the trails board would consider connecting the Lower Gar area and Hunter Hills to the bike path. Reed would like to sit down with a representative from the city and approach Reinsbach's concerns through a REAP grant. Reed asked the city for \$5991.00 in funding. Council thanked Erin for coming.

Discover House- Julie Scheib/Bob Shaw

Julie Schieb thanked the city for their continued support and reviewed the resident statistics for the past two years. Bob Shaw went over the budget for Discover House and asked that the city for \$2700.00 or at least make some sort of contribution and not rule them out. Council thanked them both for coming.

Funding request for Lakes area dog park- Amy Pas

Amy Pas was unable to attend so Connie Rhodes filled in. Connie said fences were put up last fall and they are now ready for Phase II which consists on adding watering stations. She passed around some pictures and asked the city for \$1000.00 in funding. Council thanked her for attending.

Waste Management discuss options for cleanup days- Jay Nieson

Jay Nieson called the office and asked to be moved to January 23, 2017 due to weather related reasons so item was tabled until next council meeting.

Update on City Birthday party (125th)-Carrie Funk

As chair of the 125th birthday party Carrie asked the council to please try and attend. The party is from 5-7 p.m. on Thursday January 12th at the Okoboji High School. Social hour is from 5-6 p.m. and there will be cupcakes, coffee and water. Beginning around 6:00 there will be a guest speaker. Former Mayor Don Lamb and current Mayor Bill Reinsbach will both speak followed up by the winner and runner up of the 7th grade "If I Were Mayor Contest"

Discuss audit services and proposal contract

Motion by Rolling, second by Huse to approve the proposal with Winther, Stave and Co. for auditing services for FY 2017- FY 2020. Roll call vote. All voting aye. Motion passed.

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 Huse to appoint Harold Dawson as City Attorney for another year. Roll call vote. All voting aye. Motion carried.

Resolution of intention to dispose of city owned property

Council reviewed the draft resolution and decided it would be best to include that the building be sold as is, the initial plan for the façade needs to be approved by the zoning administrator and that the interior time work must be done with in the allotted timeframe or the property reverts back to the city.

Resolution approving payment application #5 to Valley Contracting, Inc for the H Avenue extension for 9th-10th St.

Motion by Olsen second by Huse to approve Resolution 17-01 Approving payment #5 to Valley Contracting, Inc. for the H Avenue extension from 9th-10th St. Roll call vote. All voting aye. Motion carried.

Resolution Ratifying Council committee appointments

Motion by Simpson second by Olsen to approve Resolution 17-02: Ratifying council committee appointments. Roll call vote. All voting aye. Motioned carried. Appointments are as followed.

<u>Finance Committee</u>	<u>Building & Equipment</u>	<u>Personnel</u>	<u>Housing Committee</u>
Bill Reinsbach, Mayor	Bill Reinsbach, Mayor	Bill Reinsbach, Mayor	John Walters
John Walters	Bill Huse	John Walters	Jason Simpson
City Administrator	Don Olsen	Mary Kay Rolling	
Department head/ staff as needed	City Administrator	City Administrator	
	Department head/ staff as needed	Department head/ staff as needed	

Resolution Establishing Council meeting time, date and place

Motion by Olsen second by Huse to approve Resolution 17-03: 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 vote. All voting aye. Motion carried

Resolution Designation of newspaper

Motion by Walters second by Olsen to approve Resolution 17-04: Designation of Newspaper. The resolution designates the Dickinson County News as the official newspaper. Roll call vote: All voting aye. Motion carried.

Resolution designating depositories and setting maximum balances

Motion by Walters second by Olsen to approve Resolution 17-05: Designating Depositories and Setting Maximum Balances. Roll call vote. All voting aye. Motion carried.

FY 2018 Budget Update

City Administrator Houge discussed with council a timetable for meeting with other city boards and commissions on the FY 2018 budget. Houge noted she is meeting with the Fire Advisory Board on 1-16-2017 to review the Fire Department budget request. Houge also mentioned she as well as the personnel committee are meeting with the union on Friday January 13, 2017 to discuss next union contract.

COMMENTS BY MAYOR, COUNCIL AND STAFF

With no other discussion, motion to adjourn by Olsen second by Huse at 7:51 p.m. Motion carried.

Respectfully submitted,

Bill Reinsbach, Mayor

LeAnn Houge, City Administrator/Clerk