

MILFORD CITY COUNCIL
 REGULAR MEETING
 JANUARY 14, 2019
 6:30 PM

The Milford City Council met in regular session January 14, 2019 at 6:30 p.m. in the Community Center Board Room Mayor Steve Anderson presided.

Members present: Chris Hinshaw, Don Olsen, Doug Frederick, Andy Yungbluth, and Bill Huse.

Absent: None

Others present: City Administrator LeAnn Reinsbach, via telephone City Attorney David Stein, Connie Rhodes, Kiley Miller, Don Brinkley, Bob Clark, Kent Simonson, Kent Eilers, Dave Vonk, Steve Schwaller and Angela Kofoot

Steve Anderson led the Pledge of Allegiance.

Motion by Olsen second by Yungbluth to approve the agenda. All voting aye: Motion carried.

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

Items on the Consent Agenda were as follows:

- Minutes December 26, 2018 council meeting
- Okoboji Avenue Liquor license renewal
- Letter of recommendation from Planning & Zoning in regards to amending Chapter 69 Parking Regulations
- Monthly bills as listed below: (approved) and bills paid in vacation

ADVANCED SYSTEMS INC	FIRE DEBT CONTRACT INVOICE	\$85.55
AFLAC	AFLAC PRE TAX	\$889.12
ALLIANT ENERGY	SIGN UTILITY	\$22.04
ALPHA WIRELESS COMM. CO.	EX SERIES LI-ION BATTERY	\$398.25
AMAZON/GECRB	LIBRARY SUPPLIES	\$295.58
ANDERSON, GILLIAN	NEW LAMINATOR/ADULT CRAFT	\$23.52
ARNOLD MOTOR SUPPLY	DECEMBER INVOICES	\$1,165.06
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$636.98
BARCO MUNICIPAL PROD. INC	SNOW SUPPLIES	\$721.60
BECK ENGINEERING INC	HILL DR/SOUTHSHORE/CITY SERVC	\$2,505.00
BECK ENGINEERING INC	H AVENUE PHASE 3 PROJECT	\$3,045.00
BECK EXCAVATING INC.	18 ALLEY RECON PRJCT PYMNT 2	\$2,128.00
BERNING, SHELLY	LIBRARY BD MTG 1/2/2019	\$25.00
BIRCH	306 Q AVE LIFT STATION	\$59.43
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$1,167.98
BOMGAARS	SHOP SUPPLIES	\$336.03
BOULDERS INN	2018 DECEMBER TIF PAYMENT	\$17,937.32
BRINKS CONSULTING	DECEMBER SERVICES	\$62.50
BUSINESS FURNITURE WHS	PW MAINT CABINET	\$249.00
CARD SERVICES CENTER	PD/PW/COMM CTR SUPPLIES	\$1,048.25
CENTER POINT LARGE PRINT	LIBRARY BOOKS	\$510.48
CENTRAL STATES SOUTHEAST & S	EE HEALTHCARE	\$22,521.60
CERTIFIED TESTING SERVICES INC	HILL DRIVE TESTING	\$1,880.00
COLEMAN, VAUGHN	AIRPORT JANITORIAL	\$100.00
COOPERATIVE ENERGY COMPANY	DECEMBER FUEL INVOICE	\$2,842.42
COPPER COTTAGE	FIRE DEPT SERVICES	\$441.00
CORE & MAIN LP	PW SEWER SUPPLIES	\$176.16
CUTTING EDGE SALES & SERVICE	PARKS MOWER SUPPLIES	\$141.30
D & W DEVELOPMENT	2018 DECEMBER TIF PAYMENT	\$42,090.88
DATA TECHNOLOGIES INC.	PAYROLL TIME & ATTENDANCE	\$1,316.25
DAVE'S REPAIR, INC.	FIRE DEPT SERVICES	\$3,035.05
DENNIS E MERRY	DECEMBER JANITORIAL	\$1,700.00
DICKINSON COUNTY	PW MOLDBOARD BLADE	\$2,625.00
DICKINSON COUNTY CONSERVAT	GREEN WASTE DISPOSAL	\$440.00
DICKINSON COUNTY NEWS	DECEMBER PUBLICATIONS	\$554.50
DOTSON, DENNIS	LIBRARY BD MTG 1/2/2019	\$25.00
E & F INVESTMENTS	2018 DECEMBER TIF PAYMENT	\$6,000.00
ELIZABETH CHEVROLET	FUEL FILTER ASM	\$371.97
FASTENAL	PW SHOP SUPPLIES	\$72.54
FRANKLIN, ELAINE	LIBRARY BD MTG 1/2/2019	\$25.00
GALE GROUP	LIBRARY BOOKS	\$33.74
GALEN'S PRO-MOW	PW VEHICLE MAINT	\$20.31
GALLS LLC	PD SUPPLIES/EE CLOTHING	\$365.67
GANO, JOANN	LIBRARY BD MTG 1/2/2019	\$25.00

GENERAL DRIVERS UNION	UNION DUES	\$377.00
GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL EQUIP	\$183.00
GRAPETREE MEDICAL STAFF	ECONOMIC DEVELOP FOREGIVE LO	\$50,000.00
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HEMPHILL, LINDA	COMM CTR MTG 1/2/2019	\$25.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,704.02
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,310.92
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,259.22
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	\$293.90
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	\$389.85
INTERSTATE INDUSTRIAL INSTR. I	PW SEWER SUPPLIES	\$176.45
IOWA GREAT LAKES SANITARY DIS	PW SEWER SUPPLIES	\$9.03
IOWA LAKES ELECTRIC COOP	301 PHEASANT LN STREET LIGHT	\$797.00
IOWA LAKES ELECTRIC COOP	PHEASANT LN LIGHT UTILITY	\$842.00
IOWA ONE CALL	OCTOBER LOCATES	\$48.60
IPERS	IPERS PROTECTN	\$11,424.39
JENNINGS TOW & REPAIR	PW KEROSENE	\$22.26
KAPP'S FIRE EQUIP. & SERV.	CITY DEPT ANNUAL INSPECT	\$705.50
KEIZER, ROBB	COMM CTR MTG 1/2/2019	\$25.00
KILTS, RICK	LIBRARY BD MTG 1/2/2019	\$25.00
KIMBALL MIDWEST	PW SHOP SUPPLIES	\$71.88
KNIGHT PROTECTION	EMERGENCY FIRE SYSTEM MONIT	\$300.00
KUCH BUILDERS INC & UNITED CO	2018 DECEMBER TIF PAYMENT	\$89,467.88
M & T FIRE AND SAFETY	FIRE DEPT SUPPLIES	\$1,583.00
MATHESON TRI-GAS INC	GUARDIAN HALO HARNESSSES	\$549.71
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$130.12
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$295.61
MAYER, BOB	2018 DECEMBER TIF PAYMENT	\$13,069.44
MCCANN, LINDA	LIBRARY PROHIB IN EASTERN IA	\$20.00
MCCREA, JIM	COMM CTR MTG 1/2/2019	\$25.00
MENARDS - SPENCER	CITY HALL WINDOWS	\$291.31
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$214.00
MID-IOWA SOLID WASTE EQUIPM	PW STREET SWEEPER MAINT	\$1,001.02
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT NFPA QRTR TEST	\$203.90
MIDWEST FIRE EQUIPMENT & REP	FIRE DEPT SERVICE	\$1,141.45
MILFORD COMMERCIAL CLUB	2019 MEMBERSHIP DUES	\$100.00
MILFORD COMMUNICATIONS	FIRE DEPT INTERNET/TV	\$730.39
MILFORD MUNICIPAL UTILITY	DECEMBER UTILITIES	\$9,427.95
MILFORD POLICE DEPT	TOBACCO COMPLIANCE CHECKS	\$240.00
NWIPDC	WATER/SEWER CDBG H AVE ENVIR	\$3,000.00
ORIENTAL TRADING CO. INC.	LIBRARY SUPPLIES	\$21.13
ORTMAN, RICH	COMM CTR MTG 1-2-2019	\$25.00
PITNEY BOWES	POSTAGE	\$193.65
POWERPLAN	PW VEHICLE MAINT	\$3,433.43
R & D INDUSTRIES	MANAGED SERVICE AGREEMENT	\$774.50
CAMPUS CLEANERS	PD SERVICES	\$100.15
REEKERS, CLARK	FIRE DEPT SERVICES	\$1,278.00
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
RIVISTAS SUBSCRIP SERVICES	LIBRARY SUBSCRIPTIONS	\$1,521.24
SAFARI CHILDCARE CENTER-CASSI	2018 DECEMBER TIF PAYMENT	\$1,545.97
WEDEKING, SAM	SNOW SERVICES	\$2,625.00
SCHMELLING, BOBBI	2018 DECEMBER TIF PAYMENT	\$1,109.62
SCHULTZ, BECCA	LIBRARY ACTIVITIES REIMBURSE	\$27.19
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$279.88
SEMRAD, JOHN	PARK CONCRETE BENCH	\$150.00
SHORTLEY, MICHELE	LIBRARY MTG 1/2/2019	\$25.00
SIOUX SALES COMPANY	PD TRAFFIC VEST/FLASHLIGHT	\$179.90
STEIN LAW OFFICE	DECEMBER LEGAL SERVICES	\$2,249.35
STOREY KENWORTHY	PD/OFFICE SUPPLIES	\$112.69
SUNSHINE FOODS	LIBRARY SUPPLIES	\$123.33
SUPERIOR EQUIPMENT & RENTAL	H AVE PERCOLATION TESTING	\$95.00
SUPERIOR PLUMBING LLC	FIRE DEPT SUPPLIES	\$121.00
THE DAILY REPORTER	LIBRARY SUBSCRIPTION	\$99.00
THE N'WEST IOWA REVIEW	LIBRARY SUBSCRIPTION	\$39.95
THE VACUUM CLEANER CENTER	VACUUM SUPPLIES	\$43.80
TRACES CENTER FOR HISTORY	LIBRARY SUPPLIES	\$37.50
TREASURER, STATE OF IOWA	STATE TAXES	\$3,039.00
TRUE VALUE-MILFORD	DECEMBER INVOICES	\$291.77
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$192.93
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$192.93
UNITED COMMUNITY BANK FOR	POSTAGE	\$127.42
VERIZON WIRELESS	LAPTOP/CELL SERVICES	\$454.50

WEDEKING PIT & PLANT	PW STREET MAINT	\$66.13
YMCA OF THE OKOBOJIS	2019 CONTRIBUTION	\$7,500.00
TOTAL ACCOUNTS PAYABLE		\$360,877.27
PAYROLL CHECKS		\$78,990.66
**** PAID TOTAL ****		\$439,867.93

Paid from the following funds: General Fund: 143,463.97; Economic Development: 50,000.00; Road Use Tax: 34,825.62; Employee Benefits: 18,878.40; Tax Increment Financing: 171,221.11; Capitol Equipment LOST: 2,983.00; Hill Drive Project: 2,975.00; H Ave project: 4,315.00; Sewer Utility Fund: 11,005.83; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 99,312.94; Economic Development: 21,868.50; Road Use Tax: 32,895.16; Employee Benefits: 18,832.53; Hotel/Motel Tax: 228.77; TIF: 34,151.29; LMI Fund: 80,467.02; Debt Service: 57,179.58; Capitol Equipment (LOST) 51,143.87; Capital Project Reserve: 2,974.05; Sewer Utility: 25,076.12; Garbage Utility: -1,147.92; Storm Water Utility: 10,029.42

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

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

PUBLIC HEARING

Proposal to amend the Code of Ordinances of the City of Milford, Iowa by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM) at 6:30 p.m.

Mayor Anderson opened the public meeting at 6:33. City Administrator Reinsbach mentioned no written comments were received at the City Clerk's office. With no other comments from the public Mayor Anderson closed the public hearing was at 6:34p.m.

Proposal to amend the Code of Ordinances of the City of Milford, Iowa by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa at 6:35p.m.

Mayor Anderson opened the public meeting at 6:35. City Administrator Reinsbach mentioned no written comments were received at the City Clerk's office. With no other comments from the public Mayor Anderson closed the public hearing was at 6:35 p.m.

ACTION & DISCUSSION ITEMS

Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM)

First consideration on Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM)

Motion by Olsen second by Yungbluth to approve first reading of **Ordinance 1-14-2019** Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM). Roll call. Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Consider waiving the second and third readings and possible passage of Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM)

Motion by Olsen second by Yungbluth to waive the second and third reading of **Ordinance 1-14-2019** Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM). Roll call: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Yungbluth second by Olsen to adopt **Ordinance 1-14-2019 Ordinance** amending the Code of Ordinances of the City of Milford, Iowa, by rezoning land titled in Okoboji School District from Agricultural (AG) to Multi-Family Residential (3RM). Roll call: Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa

First consideration on Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa

Motion by Olsen second by Frederick to approve first reading of **Ordinance 1-14-2019A** Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa. Roll call. Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Consider waiving the second and third readings and possible passage of Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa

Motion by Yungbluth second by Olsen to waive the second and third reading of **Ordinance 1-14-2019A** Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa. Roll call: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Olsen second by Frederick to adopt **Ordinance 1-14-2019A** Ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending Chapter 69, The Parking Regulations, concerning parking near the Okoboji Elementary School in Milford, Iowa. Roll call: Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Council to hear from Kiley Miller with Iowa Lakes Corridor

Kiley Miller thanked council for continued commitment to the Iowa Lakes Corridor and gave an update on the Iowa Lakes Development Corporation. Kiley also expressed his concern in regards to the need of multi-family housing in Milford.

Council to hear from Angela Kofoot with Voluntary Action Center on funding request

Angela expressed VAC main focus is Meals on Wheels, this year they have added fresh produce as part of the programs. Angela is asking for \$2000.00 in funding. Council will review during budget discussions, no action was taken.

Council to hear from Connie Rhodes with Lakes Area Dog Park on funding request

Lakes Area Dog Park Board of Directors Vice President Connie Rhodes asked council for \$1000.00 in funding for the 2019 Ground Improvement project. The project consists of adding a large covered shelter, benches, dog waste stations, mulch, grading and gravel for the parking lot. Council will review during budget discussions, no action was taken.

Council to hear from Kent Simonson in regards to relocation of alley next to his property

Council reviewed a map provided in packets. Kent Simonson is proposing to do a land swap on a parcel he owns. Due to City Code Chapter 137 Vacation and Disposal of Streets any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning & Zoning Commission for its study and recommendation prior to further consideration by Council. Motion by Olsen, second by Hinshaw refer this to Planning & Zoning Commission. All voting aye: Motion carried.

Approve a Utility Permit from Alliant Energy (Interstate Power & Light)

Motion by Hinshaw second by Frederick to approve the Utility Permit from Alliant Energy (Interstate & Light). All voting aye: Motion carried.

Resolution ratifying Council committee appointments

Motion by Olsen second by Hinshaw to approve **Resolution 19-01** Resolution ratifying Council committee appointments. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

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

Motion by Yungbluth second by Hinshaw to approve **Resolution 19-02** Resolution establishing time, date & place for City of Milford Council meetings. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution approving designation of official newspaper

Motion by Huse second by Yungbluth to approve **Resolution 19-03** Resolution approving designation of official newspaper. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution approving depositories for city investments

Motion by Hinshaw second by Yungbluth to approve **Resolution 19-04** Resolution approving depositories for city investments. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution approving amendment to Independent Contractor Agreement between the City of Milford, Iowa and Donald Brinkley D/B/A Brink's Consulting

Motion by Olsen second by Frederick to approve **Resolution 19-05** Resolution approving amendment to Independent Contractor Agreement between the City of Milford, Iowa and Donald Brinkley D/B/A Brink's Consulting. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution of the City Council of the City of Milford, Iowa to request the assistance of the Staff of the Northwest Iowa Planning and Development Commission

Motion by Olsen second by Yungbluth to approve **Resolution 19-06** Resolution of the City Council 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: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution approving purchase of 2019 Ford Police Responder F150

Motion by Olsen second by Huse to approve **Resolution 19-07** Resolution approving purchase of 2019 Ford Police Responder F150. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

FY 2019-2020 budget update

City Administrator Reinsbach mentioned she has the Library budget, and has meet with Community Center Board, Park Board, and Airport Commission and have their recommended budgets. There is a Fire Advisory Board meeting Tuesday January 15th. From there I plan to meet with the Building and Equipment Committee and Finance Committee the week of January 21st. The plan now will be to discuss budget during the January 28th meeting and call a special budget meeting for February 4th or sooner.

Employee performance review, possible closed session pursuant to Iowa Code § 21.5 (1) (i)

Rick Zalabowski asked to go into closed session. Motion by Olsen second by Huse to go into closed session pursuant to Iowa Code § 21.5 (1) (i), for an employee performance review. Aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried. Council went into closed session at 7:18 p.m.

The Milford City Council came out of closed session at 7:37. Members present: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Motion by Huse second by Frederick that we have waive any and all reimbursements that Officer Zalabowski would have owed the city due to law enforcement training agreement and accept his resignation. Aye: Hinshaw, Frederick and Huse. Olsen abstained and Yungbluth recused himself.

Review of Law Enforcement Training Reimbursement Agreement

This was detailed in above agenda item.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

With no other discussion, motion to adjourn by Olsen second by Yungbluth at 7:40 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk