

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

The Milford City Council met in regular session July 13, 2020 at 6:30 p.m. in the East ½ of the Community Center.

Iowa Code Section 21.4 requires that each Council meeting shall be held at a place reasonably accessible to the public and at a time reasonably convenient to the public, unless for good cause such a place or time is impossible or impracticable. Given the Governor's prohibition on gatherings of ten or more persons during the COVID19 outbreak and further given Section Nine of the Governor's March 19, 2020 proclamation suspending the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, the City Council has determined that a meeting at a physical place is impossible or impracticable and all Council meetings for the time being will be conducted electronically with the public allowed to attend per the instructions on this agenda. Meeting minutes will continue to be provided per the City's normal course of business. The agenda and the City's website had this message posted more than 24 hours in advance to give instructions on how others could participate in the meeting.

Mayor Steve Anderson presided.

Members present: Chris Hinshaw, Aaron Gebhart, Andy Yungbluth, Jason Eckard and meeting electronically Doug Frederick

Absent: None.

Others present: Mayor Steve Anderson, Bob Clark, Randy and Jolene Wintz, Nancy Taylor, Gary Hunter and Mary Dannatt. Anderson and City Administrator Reinsbach were also available electronically along with Steve Schwaller, Randy McNeil, George Bower, and Matt Loerts.

Steve Anderson led the Pledge of Allegiance.

Motion by Yungbluth second by Gebhart to approve the agenda. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Motion by Gebhart second by Eckard to approve consent agenda. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes of June 22, 2020 council meeting
- Boji Junction liquor license renewal
- Thank you- Family of Gloria Lamb
- Accept resignation from Cheryl Aumer on the Planning & Zoning Commission
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$1,020.54
ALTEC INDUSTRIES, INC.	STREET SUPPLIES	\$500.80
AMAZON/SYNCB	LIBRARY SUPPLIES	\$165.00
ANDERSON, GILLIAN	LIBRARY SUPPLY REIMBURSE	\$197.19
ARNDT, MCINTYRE	EMR CLASS TRAVEL REIMBRSE 6/13	\$149.50
ARNOLD MOTOR SUPPLY	FIRE DEPT OIL DRI	\$47.70
ARNOLD MOTOR SUPPLY	JUNE INVOICES	\$776.91
AUMER, CHERYL	P & Z MTG 6/18/2020	\$25.00
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$757.76
BECK ENGINEERING INC	ALLEY10TH&11TH WEST OF P AVE	\$47,662.00
BERG JANE	AIRPORT MTG 7/9/2020	\$25.00
BERNING, SHELLY	LIBRARY BRD MTG 7/1/2020	\$25.00
BIRCHARD, NICK	HEARING PROTECT REIMBURSE	\$68.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$106.40
BLACKTOP SERVICE COMPANY	STREET REPAIR	\$5,951.20
BOCKMAN, MELISSA	AIRPORT MTG 7/9/2020	\$25.00
BOLAND RECREATION	PARK REC EQUIPMENT	\$54,588.00
BRINKS CONSULTING	JUNE SERVICES	\$878.60
C & B OPERATIONS, LLC	PARKS MOWER	\$34.72
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.55
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	PD SUPPLIES/ZOOM	\$222.79
CARROLL CONSTRUCTION SUPP	STREET SUPPLIES	\$88.94
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INSURANCE	\$20,836.20
CLARK EQUIPMENT CO.D/B/A BOBCA	BOBCAT SKID STEER	\$39,443.64
COLEMAN, VAUGHN	MAY/JUNE AIRPORT JANITORIAL	\$150.00
COOPERATIVE ENERGY COMPANY	JUNE FUEL	\$1,815.52
COPPER COTTAGE	FD VALVE REPLACE/INSTALL	\$3,443.81
DENNIS E MERRY	JUNE JANITORIAL SERVICES	\$1,700.00
DICKINSON CO. EMERG MED SERV A	FY YEAR SUPPORT EMSA	\$2,173.50
DICKINSON COUNTY CONSERVATION	GREEN WASTE DISPOSAL	\$820.00
DICKINSON COUNTY EM	FY21 EM CONTRIBUTION	\$12,140.81
DICKINSON COUNTY LANDFILL COM	FY20/21 COMMISSION SUPPORT	\$11,312.00
DICKINSON COUNTY NEWS	JUNE PUBLICATIONS	\$391.62
DODGE, SUSAN	COMM CTR CXL DUE TO COVID	\$150.00
DON PIERSON FORD	2020 FORD POLICE RESPONDER	\$28,274.00
FASTENAL	PLAYGROUND EQUIP	\$10.84
FRANKLIN, ELAINE	LIBRARY BRD MTG 7/1/2020	\$25.00
FRONTLINE PLUS	HILL DR. SIREN REPAIR	\$350.00

GALEN'S PRO-MOW	PARKS MOWER	\$17,237.75
GALLES, MATT	P & Z MTG 6/18/2020	\$25.00
GALLS LLC	VERNER EE CLOTHING	\$503.64
GANO, JOANN	LIBRARY BRD MTG 7/1/2020	\$25.00
GCS TECH INC.	LIBRARY SERVICES	\$384.00
GORDON FLESCH COMPANY	LASERFISCHE SCANNER	\$1,650.00
GOULD, RICK	AIRPORT MTG 7/9/2020	\$25.00
GWORCS	RECEIPT MNGMT MODULE	\$1,247.50
HULSTEIN EXCAVATING, INC.	H AVE RECON PAYMENT #7	\$57,619.63
HUMANE SOCIETY OF NW IOWA	FY2021 IMPOUND AGREEMENT	\$3,600.00
IA DEPT OF PUBLIC SAFETY	PD SERVICES	\$300.00
IA COMMUNITIES ASSURANCE POOL	FY2021 ICAP DUES	\$73,610.21
IMWCA	WORK COMP PREMIUMS	\$24,701.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$11,559.19
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,787.22
IOWA ONE CALL	MAY LOCATES	\$72.10
IPERS	IPERS PROTECTN	\$12,757.04
JCL SOLUTIONS-JANITORS CLOSET	FIRE DEPT SUPPLIES	\$114.56
JOHNSON, DEB	LIBRARY BRD MTG 7/1/2020	\$25.00
KILTS, RICK	LIBRARY BRD MTG 7/1/2020	\$25.00
KW ELECTRIC INC	INSTALL OF LIGHT POLES	\$9,793.67
LAKES NEWS SHOPPER	JUNE PUBLICATIONS	\$85.80
LAKES REGIONAL HEALTHCARE	EE TESTING	\$35.00
LINDSAY, APRIL	REIMBURSE CXL DUE TO COVID	\$75.00
LOERTS, MATT	REIMBURSE BALL GAME EQUIP	\$175.00
MARANELL, MITZI	PARK RENTAL CXL DUE TO COVID	\$50.00
MENARDS - SPENCER	SEWER REPAIRS/REPLACE	\$19.65
MID-AMERICAN RESEARCH CHEMIC	COVID-19 SPRAY DISINFECTANT	\$331.39
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT NFPA QRTLTY TEST	\$209.00
MILFORD COMMUNICATIONS	PHONE/BROADBAND	\$875.48
MILFORD MUNICIPAL UTILITY	JUNE UTILITIES	\$6,425.22
N.W. IA. LEAGUE OF CITIES	20-21 MEMBERSHIP DUES	\$50.00
NEWMAN SIGNS, INC.	STREET SUPPLIES	\$44.98
NWIPDC	FY2021 DUES	\$1,449.00
OAK HILL MARINA, INC.	PUBLIC WORKS TRACKER OFF RO	\$6,893.00
PAPE, JULIE	P & Z MTG 6/18/2020	\$25.00
PATERSON CONSTRUCTION	FLORENCE PARK SHELTER	\$25,180.00
PIONEER PRINTING	ENVELOPES	\$234.00
PITNEY BOWES	POSTAGE LEASE	\$163.53
PURCHASE POWER	CITY HALL POSTAGE	\$201.00
R & D INDUSTRIES	PD SERVICES	\$1,229.63
RICKE, DOUG	PD HULAGON TOOL	\$130.00
SANDRY FIRE SUPPLY	FIRE DEPT CARTRIDGES	\$418.45
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$375.64
SEXTON, BRENT	P & Z MTG 6/18/2020	\$25.00
SMITH, BETH	PARK CXL DUE TO COVID	\$50.00
SPENCER AUTO PARTS INC.	FIRE DEPT COVERALLS	\$312.70
STEARNS, PAIGE	LIBRARY YOUTH PRGM REIMBURS	\$6.00
STEIN LAW OFFICE	JUNE LEGAL SERVICES	\$1,823.96
STEIN, CHRIS	AIRPORT MTG 7/9/2020	\$25.00
STOREY KENWORTHY	LIBRARY SUPPLIES	\$138.62
SUNSHINE FOODS	LIBRARY SUPPLIES	\$92.41
TREASURER, STATE OF IOWA	STATE TAX	\$2,943.00
TRUE VALUE-MILFORD	JUNE INVOICES	\$470.16
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.19
UMB BANK	ADMINISTRATIVE FEES	\$250.00
UMB BANK	ADMINISTRATIVE FEES	\$250.00
UMB BANK	ADMINISTRATIVE FEES	\$250.00
UMB BANK	ADMINISTRATIVE FEES	\$250.00
UNITED COMMUNITY BANK FOR PE	POSTAGE	\$3.16
UNITED COMMUNITY BANK FOR PE	POSTAGE/CARD	\$31.64
VERIZON WIRELESS	CELL/LAPTOP SERVICES	\$578.86
WITTRUCK LAWN SERVICE	CEMETARY MOW 6/3,6/11,6/23	\$1,125.00
WORKMAN, MIKE	AIRPORT MTG 7/9/2020	\$25.00
YMCA OF THE OKOBOJIS	20 BOJI PAY POOL 1 OF 2 PYMNT	\$12,500.00
Accounts Payable Total		\$527,661.35
Payroll Checks		\$67,294.67
***** REPORT TOTAL *****		\$594,956.02

Paid from the following funds: General Fund: 273,011.81; Road Use Tax: 22,642.68; Employee Benefits: 41,630.42; Hotel Motel Tax: 37,680.00; Debt Service: 1,000.00; Capital Equipment (LOST) 43,336.64; Capital Project-Reserve: 58,274.00; H Ave Project: 57,619.63; Florence Park Shelter House: 39,780.00; Airport Runway Project: 7,092.00; Sewer Utility Fund: 9,688.84; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 79,399.47; Road Use Tax: 17,343.78; Employee Benefits; 4,313.23; Hotel/Motel Tax: 8,847.32; TIF: 22,976.24; LMI Fund: 69,846.05; Debt Service: 343,377.80; Capitol Equipment (LOST) 12.07; Capital Project Reserve: 387,185.85; Florence Park Shelter House/alley project 469,544.10; Sewer Utility: 26,749.95; Storm Water Utility: 9,807.96

CITIZEN OPPORTUNITY FOR COMMENT -None

REPORTS

Board/Commission Reports

Council reviewed the June Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department call log. June minutes from Community Center, Park Board, Planning & Zoning Commission and Library along with July events and June Dickinson County Sanitary Landfill Commission minutes.

PUBLIC HEARING

Public hearing on ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending the sewer service charges in section 99.02 rate by increasing the charges by 6% per year for the next four (4) years in Milford, Iowa. at 6:30 p.m.

Mayor Anderson opened the public meeting at 6:36 p.m. City Administrator Reinsbach mentioned no written comments were received at the City Clerk's office. A question was asked as to why the rate increase. Mayor Anderson explained that we had a sewer study done in 2019 by Piper Jaffray which is the company that the city works with on financial information. The sanitary sewer utility analysis provided operating receipts as well as expenses. City Administrator Reinsbach explained that the increase is a result of capital project expenditures. This year we are refurbishing our jetter truck, we have a large sewer project on A34 coming up in 2022, we are budgeting to do \$30,000 of sewer televising for the next 5 years and we are also working with an architectural firm on plans for a new maintenance building. 33% of the cost of this facility would be paid from the sewer fund. It was asked that the council not waive the second and third reading and consider passage until the next council meeting. With no other comments from the public Mayor Anderson closed the public hearing at 7:00 p.m.

ACTION AND DISCUSSION ITEMS

First consideration of ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending the sewer service charges in section 99.02 rate by increasing the charges by 6% per year for the next four (4) years in Milford, Iowa. Motion by Yungbluth second by Hinshaw to approve first reading of **Ordinance 7-13-20** ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending the sewer service charges in section 99.02 rate by increasing the charges by 6% per year for the next four (4) years in Milford, Iowa. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Consider waiving the second and third reading and passage of ordinance amending the Code of Ordinances of the City of Milford, Iowa, by amending the sewer service charges in section 99.02 rate by increasing the charges by 6% per year for the next four (4) years in Milford, Iowa. Motion by Hinshaw second by Gebhart to table the second and third readings and passage until the July 27th council meeting. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution accepting work completed/accomplished through June 27, 2020 and approving payment No. 1 on 2020 City of Milford Municipal Airport Fuller Airfield HMA runway resurfacing project. Motion by Yungbluth second by Eckard to approve **Resolution 20-37** Resolution accepting work completed/accomplished through June 27, 2020 and approving payment No. 1 on 2020 City of Milford Municipal Airport Fuller Airfield HMA runway resurfacing project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Approve proposal for civil engineering services for the City of Milford P Ave & 13th St. reconstruction project. Motion by Yungbluth second by Gebhart to approve the proposal for civil engineering services for the City of Milford P Ave & 13th St. reconstruction project. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution approving the appointment of new members to the Dickinson County Water Quality Commission. Motion by Yungbluth second by Eckard to approve **Resolution 20-38** Resolution approving the appointment of new members to the Dickinson County Water Quality Commission. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Resolution setting public hearing on proposed text amendment to the Milford City Zoning Ordinance for a definition for short-term vacation rentals and allowing short term vacation rentals as a special exception use permit in the 3RM district. Motion by Yungbluth second by Eckard to approve **Resolution 20-39** Resolution setting public hearing on proposed text amendment to the Milford City Zoning Ordinance for a definition for short-term vacation rentals and allowing short term vacation rentals as a special exception use permit in the 3RM district. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried. The public hearing will be July 27, 2020 at 6:30 p.m.

Discussion on installing a cul-de-sac at the end of Airport Drive- Doug Frederick.

Councilman Frederick commented he has been approached by a neighbor who is getting people turning around in his driveway. Doug said in speaking with Kent Eilers maybe a cul-de-sac at the end could be a solution and also help with snow removal. Frederick spoke to some of the neighbors who appeared to be on board. After some discussion there was a motion by Yungbluth second by Gebhart to reject the idea of installing a cul-de-sac at the end of Airport Drive and to add a couple "Dead End" street signs. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Approve change order for Florence Park shelter house.

Motion by Hinshaw second by Eckard to approve the change order for Florence Park shelter house. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Approve residential tax abatement -94 Helen Ave Danial & Jeanice Regnier.

Motion by Hinshaw second by Yungbluth to approve the residential tax abatement -94 Helen Ave Danial & Jeanice Regnier. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Approve HSNWIA and City of Milford City Impound Agreement.

Mayor Anderson pointed out in reviewing the agreement that item #10 states that HSNWIA has the right to refuse any impound deemed a danger to their employees. In the case of an impound hold for rabies watches, the animals shall go to Dickinson County Animal Clinic. According to Police Chief Bob Clark, Dickinson County Animal Clinic does not take these animals. It also needs to state in the event of a quarantine the animal owner is responsible for any fees and not the city. Motion by Yungbluth second by Gebhart that the contract be amended with proper language in place and that a new director be in place before the city will sign off on agreement. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried. Council would also like the new director to attend an upcoming council meeting.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Councilman Yungbluth would like to see clean up days on the next council agenda. Councilman Gebhart expressed his concern in regards to the parks department needing some help on installation of new playground equipment and spoke about a wage incentive for returning seasonal part time employees. Gebhart also asked about installing a stop sign at the intersection of N and 19th St. instead of the yield sign and also wanted an update to put in a fire hydrant on Q Avenue. Administrator Reinsbach said she had received a quote from MMU for about \$7200.00 and was planning to put it on an upcoming council agenda to discuss. With no other discussion, motion to adjourn by Yungbluth second by Eckard at 7:45 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk