

MILFORD CITY COUNCIL
 REGULAR MEETING
 JULY 9, 2018
 6:15 PM

The Milford City Council met in regular session July 9, 2018 at 6:15 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, Kent Eilers, Bob Clark, City Attorney Dave Stein Jr., Don Brinkley, Brad Beck, Steve Heeg, Warren Jager, Darrin Bumgarner and Racheal Sirola.

Steve Anderson led the Pledge of Allegiance.

Motion by Huse seconded by Hinshaw to approve the agenda. All voting aye: Motion carried.

Motion by Hinshaw seconded by Frederick to approve consent agenda. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes June 25, 2018 council meeting
- Residential tax abatement- Tim & Dorothy Roth
- Safco invite- (separate insert)
- Monthly bills as listed below: (approved) and bills paid in vacation

4 EVERGREEN	SOUTH SHORE ROOT STIMULATOR	\$7.00
ACCURATE COATS	SNOW PLOW SANDBLAST	\$310.00
AFLAC	AFLAC PRE TAX	\$889.12
ALLIANT ENERGY	SIGN UTILITY	\$22.58
ALPHA WIRELESS COMM. CO.	PD RADIO SERVICE	\$620.00
AMAZON/GEGRB	LIBRARY BOOKS/DVDS	\$135.66
ANDERSON, GILLIAN	LIBRARY CRAFTS	\$48.99
ARNOLD MOTOR SUPPLY	MAY INVOICES	\$1,115.22
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,028.28
BARCO MUNICIPAL PROD. INC	PUBLIC WORKS SUPPLIES	\$90.52
BEACON ATHLETICS	BALL FIELDS	\$887.00
BECK ENGINEERING INC	CITY ENGINEER SERVICES	\$10,221.25
BERNING, SHELLY	7/5/18 LIBRARY BRD MTG	\$25.00
BLACKTOP PAVING	PATCHING SHEETS Q AVE,K AVE,A	\$5,250.00
BRINKS CONSULTING	JUNES SERVICES	\$286.00
CENTRAL STATES SOUTHEAST & S	EE HEALTH CARE	\$22,890.00
CHRISTIANS SHEET METAL	COMM CTR HVAC BALANCE	\$12,756.50
CINTAS	PUBLIC WORKS FIRST AID KIT	\$67.12
COLEMAN, VAUGHN	AIRPORT SHED JANITORIAL	\$100.00
COOKINHAM, JEFF	7/5/18 LIBRARY BRD MTG	\$25.00
COOPERATIVE ENERGY COMPANY	JUNE FUEL CHARGES	\$2,778.02
CRYTEEL TRUCK EQUIPMENT	LOADER BOX PLOW	\$7,364.00
CUTTING EDGE SALES & SERVICE	PARKS MOWER	\$236.33
DANNATT, MARY	7/5/18 COMM CTR MTG	\$25.00
DEMCO	LIBRARY SUPPLIES	\$49.22
DENNIS E MERRY	JUNE JANITORIAL SERVICES	\$1,700.00
DICKINSON RECORDER	PARK BOARD & SIMONSON RECOR	\$69.00
DOTSON, DENNIS	7/5/18 LIBRARY BRD MTG	\$25.00
DUININCK	STREET MAINT	\$617.78
FRANKLIN, ELAINE	7/5/18 LIBRARY BRD MTG	\$25.00
GALE GROUP	LIBRARY BOOKS	\$33.74
GANO, JOANN	7/5/18 LIBRARY BRD MTG	\$25.00
GENERAL DRIVERS UNION	UNION DUES	\$350.00
GENERAL TRAFFIC CONTROLS	TRAFFIC CONTROLS HWY71&6/10	\$23,359.00
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HAPI	DEDICATED TO OBWF	\$1,000.00
HEAT TACTICAL TEAM	2018 HEAT DUES	\$1,170.00
HELLER ENTERPRISES LLC	SOUTH SHORE ENTRC SPRINKLERS	\$356.00
HEMPHILL, LINDA	7/5/18 COMM CTR MTG	\$25.00
IA COMMUNITIES ASSURANCE POOL	FY 2019 ICAP	\$74,013.64
IMAGINE VIDEO PRODUCTIONS	LIBRARY VIDEO	\$54.00
IMWCA	18-19 WORK COMP PREMIUM	\$26,971.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,102.48
IOWA LAKES CORRIDOR DEVELOPM	C4 20/20 PLEDGE PAYMNT 3 OF 4	\$8,940.00
IPERS	IPERS REGULAR	\$10,719.30

JCL SOLUTIONS-JANITORS CLOSET	PARKS SUPPLIES	\$393.86
JCL SOLUTIONS-JANITORS CLOSET	FIRE STATION SUPPLIES	\$40.40
KEIZER, ROBB	7/5/18 COMM CTR MTG	\$25.00
KILTS, RICK	7/5/18 LIBRARY BRD MTG	\$25.00
KNIGHT PROTECTION	FIRE SYSTEM MONITOR SERVICE	\$300.00
LAKES NEWS SHOPPER	PARKS EMPLOY AD	\$66.00
LORI VICKER	CHILDRENS STORY TELLING	\$175.00
MAXYIELD COOPERATIVE	PARKS SUPPLIES	\$611.70
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$180.05
MENARDS - SPENCER	PUBLIC WORKS SUPPLIES	\$79.42
MID-AMERICAN RESEARCH CHEMIC	PARKS SUPPLIES	\$161.41
MILFORD COMMUNICATIONS	FIRE DEPT CABLE TV/INTERNET	\$725.65
MILFORD ELECTRIC INC.	LIFT STATION REPAIR	\$2,237.42
MILFORD ELECTRIC INC.	LAMPS	\$32.44
MILFORD MUNICIPAL UTILITY	JUNE UTILITY INVOICES	\$8,037.90
MILFORD MUNICIPAL UTILITY	STREET LIGHT CONTRACTOR	\$564.71
MUNICIPAL EMERGENCY SERVICES	FIRE DEPT SUPPLIES	\$336.25
MYHRE, MATT	TRAVEL/TRAINING REIMBURSE	\$74.44
NEWMAN SIGNS, INC.	SIGN SUPPLIES	\$155.35
NOTEBOOM IMPLEMENT LLC	PARKS MOWER & GATOR	\$309.11
NWIPDC	FY 2019 DUES	\$1,449.00
ORTMAN, RICH	7/5/18 COMM CTR MTG	\$25.00
PEDERSON ELECTRIC	LIBRARY BALLAST/LAMP REPLACE	\$162.10
PURCHASE POWER	POSTAGE	\$201.00
R & D INDUSTRIES	SERVICE AGREEMENT	\$774.50
CAMPUS CLEANERS	PD SERVICES	\$100.15
RICE REPAIR	FIRE DEPT SERVICE	\$100.00
SAFCO PRODUCTS CO.	FORGIVABLE LOAN/TIF AGREEMEN	\$50,000.00
WEDEKING, SAM	H AVE STORM SEWER	\$1,678.50
SCHLEY, CARLA	7/5/18 LIBRARY BRD MTG	\$25.00
STOREY KENWORTHY	OFFICE SUPPLIES	\$263.62
SUNSHINE FOODS	LIBRARY SUPPLIES	\$57.82
TEI LANDMARK AUDIO	LIBRARY SUPPLIES	\$24.66
TREASURER, STATE OF IOWA	STATE TAXES	\$2,938.00
TRUE VALUE-MILFORD	JUNE INVOICES	\$736.25
UNITED COMMUNITY BANK FOR PE	LIBRARY POSTAGE	\$68.53
UNITED COMMUNITY BANK FOR PE	PD POSTAGE	\$35.40
VERIZON WIRELESS	JUNE CELL/LAPTOP SERVICES	\$446.84
WASTE MANAGEMENT	6/1-6/30 TOTE SERVICE FEE	\$11,736.24
WITTRUCK LAWN SERVICE	CEMETERY MOW/WEED & FERTILIZ	\$2,150.00
TOTAL ACCOUNTS PAYABLE		\$314,397.90
PAYROLL CHECKS		\$34,688.20
**** PAID TOTAL ****		\$349,086.10

Paid from the following funds: General Fund: 198,984.09; Economic Development: 50,000.00; Road Use Tax: 15,990.14; Employee Benefits: 46,386.63; Hotel Motel Tax: 1,000.00; Capital Equipment (LOST) 15,367.75; Sewer Utility Fund: 7,663.33; Garbage Utility: 12,015.66; Storm Water Utility Fund: 1,678.50

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 99,024.85; Economic Development; 23,186.57; Road Use Tax: 28,478.91; Employee Benefits: 4,171.17; Hotel/Motel Tax: 161.47; TIF: 5,318.23; LMI Fund: 63,667.57; Debt Service: 315,566.83; Capitol Equipment (LOST): 484.42; Capital Project Reserve: 184,274.15; H Ave Project; 56,203.00; Sewer Utility: 22,232.72; Garbage Utility: 18,427.73; Storm Water Utility: 10,341.07

Council then joined Milford Municipal Utilities Board of Trustees in the West ½ of the Community Center for a joint meeting at 6:20 those present were: Manager Eric Stoll, Attorney Abby Walleck, Keith Wurtz, Mike Anderson, Wanda Nelson, Sue Prunty, Kevin Wharton and Secretary Paula Nordblad

Discussion on fire protection, fire hydrants, MMU funding for Phase III on H Avenue

Mayor Anderson opened the conversation and mentioned that Darrin Bumgarner from NWIPDC was here to answer any question in regards to the city applying for a CDBG grant and also City Engineer Brad Beck to answer any questions in regards to the final phase of the H Avenue project. Anderson went on to explain in order to apply for the grant the city has to have all permits ready to include water and waste water permits. Milford Municipal Utilities has not signed off on the water portion of the engineering project due to concerns of who is responsible for upsizing from the current 6" pipe to a 10" pipe and who is responsible for fire protection and the cost of fire hydrants. The cost to upsize is approximately \$45,000-\$50,000. Administered Reinsbach commented she didn't know there was an issue until reading the past MMU board minutes and didn't understand where this was coming from because it didn't appear to be an issue on Phase I and Phase II of H Avenue. Bumgarner talked about the project and targeted area of the project

in regards to fire and safety. It's not that MMU could not be part of the grant but then it may not score well on the grant application. After further discussion there was a motion by Hinshaw, second by Yungbluth to split the cost in half to upgrade the pipe and cost of fire hydrants between the City of Milford and MMU. All voting aye: Motion carried.

Florence Park shelter house electric upgrade

Councilman Hinshaw gave an update on the shelter house additional in Florence Park and when finished it will include heat and air conditioning to make the shelter house usable year round. Hinshaw also noted he has been working with Eric on electrical upgrades.

Boji Bend Drive street closure

MMU Board member Kevin Wharton and also business owner of Perkins expressed his concern about loss of business as part of Boji Bend Drive being tore up the week of July 2, 2018 and felt the timing was terrible. City Administrator Reinsbach commented the City wasn't made aware of any construction and even if we knew it's a private street because the City has not accepted anything in that 13 acre area. It was brought up about snow removal and the city has removed snow under a Hold Harmless agreement in the past. Fixing certain panels of concrete on Boji Bend Drive was part of a list of things to be fixed. Utility Manager Eric Stoll mentioned that there are water lines in that area that should be addressed because you can't build over them and asked that the city take that into account before any acceptance of that area.

Hold Harmless Agreement between City of Milford, MMU and Cherish Center

Abby Walleck who represents the Cherish Center presented the Hold Harmless agreement between the City of Milford and Milford Municipal Utilities. It was recommended that approval be subject to the Board of Adjustments meeting coming up on July 12th. Motion by Yungbluth, second by Huse to approve the agreement subject to approval by the Board of Adjustments. All voting aye: Motion carried.

Other/ Miscellaneous items

City Administrator Reinsbach had passed out information to council regarding the street lights and poles for the 10th St. LED project prior to the joint meeting with MMU and Stoll provided an example of the lights during the meeting. The poles are to be here the end of July and ask for the assistance from city staff in early August for installation.

After the joint meeting the Milford City Council moved back into the Community Center Board Room to carry on with business as normal.

CITIZEN OPPORTUNITY FOR COMMENT

Mayor Anderson thought it would be a good time to talk about fireworks. Police Chief Bob Clark gave a rundown of calls each city received. Spirit Lake-32, County-29, Arnolds Park-9, Lake Park-8, Okoboji-4, Milford 41. Clark commented 4 citations we written in Milford. It's hard for officers to keep up with the calls. Some calls came from the Pioneer Trailer Court on 6th St. and once an officer shows up nothing is going on and then they are called across town to another location. There was a brief discussion about amending fireworks and councilperson Yungbluth suggested we talk about it during a meeting in August.

REPORTS

Board/Commission Reports

Council reviewed the June Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Fire and Police reports. June minutes from Board of Adjustments, Community Center, Park Board, and Library along with July events, Dickinson County Sanitary Landfill Commission and Treasurer's May report.

PUBLIC HEARING

Public Hearing on 2018 South Shore Alley Project at 6:30 p.m.

Mayor Anderson opened the meeting at 7:28. With no comments from the audience or oral and written comments received at the City Clerk's office the public hearing was closed at 7:29.

ACTION & DISCUSSION ITEMS

Resolution awarding bid on 2018 South Shore Alley project

Engineer Brad Beck was present to review the bids for the South Shore Alley project. Three bids were received:

Beck Excavating, Inc., Spirit Lake, IA \$127,786.55

Hulstein Excavating, Inc., Edgerton, MN \$160,249.45

Deloss Construction, Inc., Spencer, IA \$196,645.00

Mayor Anderson asked if the drainage on the project would change and Beck said it would not. Beck also said they would be talking with property owners prior to the start of the project because some of them use the alley as entrance points to their homes. Motion by Olsen second by Yungbluth to approve **Resolution 18-34** Resolution awarding bid on 2018 South Shore Alley project

Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution setting bid letting and public hearing for the 2018 Milford Seal Coat Project

Motion by Olsen second by Hinshaw to approve **Resolution 18-35** Resolution setting bid letting and public hearing for the 2018 Milford Seal Coat Project. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Jackie Brevik- temporary signs during Pioneer Days for the Arts & Craft show

Jackie Brevik the chairperson for the Arts and Craft Show. Jackie said 3 out of 4 signs will be the same, the one in question is one she would like to put by the Catholic Church because there will be vendors at both Buchanan Park and Catholic Church. Administrator Reinsbach commented to check with Zoning Administrator Don Brinkley to make sure they are not sitting in DOT Right- Of- Way and last year the council waived the fee for temporary signs. Motion by Huse, second by Yungbluth to allow the signs and to waive the fees for the arts and craft show during Pioneer Days. All voting aye. Motion carried.

Storm sewer outlet/erosion on 6th St. – home owner Kent Eilers

Kent Eilers explained the pond is not draining like it used and is concerned with the high amount of rain this spring and when the city gets done with H Ave and A34 there will be more storm water coming out of the outlet underneath 6th St. According to Brad Beck the gravel is still there to act as drainage however there is a thin layer of silt/sediment that is building up and keeping the storm water from draining out of the pond. Brad passed out a handout that shows an Agri Drain diagram and explained there are removable stop logs so you would put the stop logs at the top before it rains so the water would fill up and not go down stream and erode and then after it rains remove the stop logs and outlet it thru an 8 or 12 inch pipe to release the water at a slow rate. Councilman Olsen reminded council that when the idea of removing part of the blanket easement came up a couple of years ago the seller said there will never a problem with the drainage of the pond. Mayor Anderson looked at the area earlier and commented it will be an ongoing problem and even though there are drainage easement in place the city needs to be good neighbors. Anderson suggested looking forward that we try and implement better ways to manage storm sewer run off. Motion by Hinshaw, second by Yungbluth to have city engineer look into options for erosion issues where there is drainage easements and bring something back to council to review.

Approve Outback sketch for band playing July 28th, 2018

The council reviewed the sketch and there was a motion by Hinshaw, second by Yungbluth to approve. All voting aye. Motion carried. Reinsbach said it's up to the Outback to get with the Alcohol Beverage Division for approval if sketch is different from what was originally sent to them when she filed for her liquor license as her current permit allows for outdoor sales.

Mailbox reimbursement- Jeff Mincer

Council reviewed the reimbursement request for damaged mail box at 1502 K Ave. Motion by Yungbluth, second by Hinshaw to deny the request. All voting aye. Motion carried.

Discuss job incentive for Grape Tree

As part of the finance committee Mayor Anderson talked about doing an employee incentive package much like what was done as part of the TIF agreement with Safco. It would be a forgivable loan not to exceed \$50,000 and the money would be coming out of the economic development fund. Olsen was not in favor and expressed his concern about other businesses in town and is the city going to offer this to every business that comes into town. Hinshaw commented Tim Kinnetz has done a lot for this community and probably has donated more than \$50,000. Hinshaw made a motion that was seconded by Yungbluth to have Administrator Reinsbach reach out to our bonding attorney to draft an agreement. Voting aye: Hinshaw, Frederick, Yungbluth and Huse. Nay: Olsen Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

GrapeTree CEO Steve Haag thanked the council for considering the job incentive. Mayor Anderson commented he would be walking in the parade with the American Legion group during Pioneer Days. Anderson also commented that former Governor Ray passed away and he did a number of things while he was in office and felt the city would be remiss if we didn't acknowledge him. Anderson made mention at the next meeting we will have discussion in regards to the parking around the Okoboji Elementary School.

With no other discussion, motion to adjourn by Yungbluth seconded by Olsen at 8:25 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk