

MILFORD CITY COUNCIL
 REGULAR MEETING
 JUNE 11, 2018
 6:30 PM

The Milford City Council met in regular session June 11, 2018 at 6:30 p.m. in East ½ of the Community Center Board 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, Public Works Director Kent Eilers, Police Chief Bob Clark, Jason Eygabroad, Hugh Lively, Cindy Voss, Dawn Powell and Kevin West.

Steve Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes May 29, 2018 council meeting
- Thank you letter- YMCA/ Okoboji School 2nd graders
- Letter from Dennis Lippon
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$1,333.68
ALLIANT ENERGY	SIGN UTILITY	\$20.81
ALLISON ANTOINE	KINDERMUSIK SUMMER PROGRA	\$150.00
ALPHA WIRELESS COMM. CO.	FIRE DEPT RADIOS	\$7,382.60
AMAZON/GEICOR	LIBRARY BOOKS/SUPPLIES/DVD	\$271.80
ANDERSON, GILLIAN	TRAVEL REIMBURSE	\$23.43
ARNOLD MOTOR SUPPLY	MAY INVOICES	\$257.59
ASHER MOTOR CO.	FIRE DEPT 12 DODGE RAM 5500	\$840.20
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,238.50
BANKER'S TRUST	16 GO CORP PURPSE & RFND BOND	\$180,093.75
BANKER'S TRUST	12 GO STREET IMPROVE BOND	\$58,715.00
BANKER'S TRUST	13 GO REFUNDING BONDS	\$203,055.00
BANKER'S TRUST	09 GO FIRE STATION BOND	\$159,177.50
BANKER'S TRUST	11 SEWER REVENUE BOND	\$250.00
BANKER'S TRUST	10 GO STREET IMPROVE BOND	\$64,793.75
BARCO MUNICIPAL PROD. INC	TRAFFIC CONES	\$730.28
BECK ENGINEERING INC	CITY ENGINEERING SERVICES	\$6,287.50
BERNING, SHELLY	LIBRARY BOARD MTG 6/6/18	\$25.00
BIRCH	306 Q AVE LIFT STATION	\$59.33
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$104.22
BOMGAARS	PARKS DEPT SUPPLIES	\$1,424.09
BRINKS CONSULTING	MAY SERVICES	\$473.00
BUTLER PAINTING	PAINTING OF THE COMM CTR	\$4,100.00
CARD SERVICES CENTER	FIRE DEPT TRAVEL/TRAINING	\$1,187.57
CARD SERVICES CENTER	EDUCATION/EE CLOTHING	\$2,049.34
CARROLL CONSTRUCTION SUPP	STREET REPAIRS	\$115.00
CENTRAL STATES SOUTHEAST & SO	EE HEALTHCARE	\$18,312.00
CHRISTIANS SHEET METAL	SPRING SERVICE & FREON	\$1,019.94
CLARK EQUIPMENT CO.D/B/A BOBC	PW BOBCAT SKID LOADER	\$6,849.10
COOPERATIVE ENERGY COMPANY	MAY FUEL	\$2,069.34
CUTTING EDGE SALES & SERVICE	PARKS BLOWER VAC	\$982.50
DANKO EMERGENCY EQUIPMENT C	FIRE DEPT SUPPLIES	\$59.32
DEKOTER,THOLE,DAWSON,& ROC	MISC 2018 LEGALS	\$2,099.74
DEMCO	LIBRARY SUPPLIES	\$425.04
DENNIS E MERRY	MAY JANITORIAL SERVICES	\$1,700.00
DICKINSON COUNTY	4/17/18 SALT/SAND	\$195.00
DICKINSON COUNTY CONSERVATIO	GREEN WASTE CHARGES	\$888.00
DICKINSON COUNTY NATURE CENT	SUMMER READING PROGRAM	\$75.00
DICKINSON COUNTY NEWS	MAY PUBLICATIONS	\$660.89
DISCOVERY HOUSE INC.	2018 CONTRIBUTIONS	\$1,750.00
DORSEY & WHITNEY LLP	17-18 URBAN RENWL & DEVL	\$10,693.50
DOTSON, DENNIS	LIBRARY BOARD MTG 6/6/18	\$25.00
DUININCK	STREET REPAIRS	\$654.12
FRANKLIN, ELAINE	LIBRARY BOARD MTG 6/6/18	\$25.00

FRIENDS OF LAKESIDE LAB	LAKESIDE LAB SUMMER READING	\$100.00
FULL THROTTLE DESIGNS	FIRE DEPT VINYL DECALS	\$90.00
FUNK, JOE	BOA MTG 5/17/18	\$25.00
GALE GROUP	LIBRARY BOOKS	\$33.74
GALLS LLC	VERNER EE CLOTHING	\$255.37
GANO, JOANN	LIBRARY BOARD MTG 6/6/18	\$25.00
GENERAL DRIVERS UNION	UNION DUES	\$350.00
GRAHAM TIRE COMPANY	FIRE DEPT 01 HME FIRE TRUCK	\$715.86
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HEIMAN INC.	FIRE DEPT VENT BLADE	\$334.60
HELLER ENTERPRISES LLC	DROEGMILLER/SCHULLER SPRNK	\$167.31
HUGHEY AND PHILLIPS	AIRPORT SUPPLIES	\$146.64
HUNTRESS DAVID	BOA MTG 5/17/18 & 5/24/18	\$50.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,309.68
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,710.84
INTERSTATE ALL BATTERY CENTER	FIRE DEPT BATTERY	\$131.95
IOWA CITY/COUNTY MANAGEMENT	18-19 IACMA ASSOC MEMBERSHIP	\$120.00
IOWA ONE CALL	IOWA ONE LOCATES	\$87.30
IPERS	IPERS PROTECTN	\$14,361.35
JCL SOLUTIONS-JANITORS CLOSET	JANITORIAL SUPPLIES	\$185.87
JONES, SHERRI	BOA MTG 5/24/18	\$25.00
KILTS, RICK	LIBRARY BOARD MTG 6/6/18	\$25.00
LAKES REGIONAL HEALTHCARE	TESTING	\$35.00
LORENZEN, JASON	BOA MTG 5/17/18	\$25.00
LYNNETTE COOK	FLOWERS	\$234.00
M & T FIRE AND SAFETY	FIRE DEPT EQUIP	\$1,556.00
MARGO SIEVERS	SUMMER READING PROGRAM	\$150.00
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$332.17
MENARDS - SPENCER	PARKS SUPPLIES	\$1,907.11
MID-IOWA SOLID WASTE EQUIPME	SEWER SUPPLIES	\$440.74
MILFORD COMMUNICATIONS	FIRE DEPT CABLE	\$719.43
MILFORD ELECTRIC INC.	WOMEN'S RESTRM MOTION SENS	\$237.57
MILFORD MUNICIPAL UTILITY	MAY UTILITIES	\$7,131.91
MIRACLE RECEPTION EQUIPMENT	PLAYGROUND EQUIP	\$3,740.79
MUNICIPAL EMERGENCY SERVICES	FIRE DEPT SUPPLIES	\$3,668.61
NELSON, WANDA	P & Z MTG 5/17/18	\$25.00
NEWMAN SIGNS, INC.	STREET SIGNS	\$227.92
NORTH CENTRAL INT'L, INC.	PUBLIC WORKS EQUIPMENT	\$28.33
NORTHWEST GLASS COMPANY	WEATHERSTRIP	\$216.00
OFFICE SYSTEMS COMPANY	PD COPIER	\$52.48
OMNI ENGINEERING	ASPHALT	\$155.25
PAPE, JULIE	P & Z MTG 5/17/18	\$25.00
PARACLETE PRESS INC	LIBRARY BOOKS	\$59.07
POSTMASTER	PO BOX 536 FEE	\$45.00
PURCHASE POWER	POSTAGE LEASE	\$201.00
R & D INDUSTRIES	SERVICE AGREEMENT	\$774.50
CAMPUS CLEANERS	CITY HALL SERVICES	\$70.45
REETZ, LEEANN	BOA MTG 5/24/18	\$25.00
REGIONAL TRANSIT AUTHORITY	4TH QRTR FY18 PAYMENT	\$1,875.00
RICK'S PEST CONTROL	FIRE STATION SERVICES	\$95.00
SCHLEY, CARLA	LIBRARY BOARD MTG 6/6/18	\$25.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIB	\$409.32
SEXTON, BRENT	P & Z MTG 5/17/18	\$25.00
SHAMROCK RECYCLE INC.	MAY RECYCLING	\$3,828.96
SHAW'S OF OKOBOJI INC.	FIRE DEPT SERVICES	\$321.00
SHELTERED REALITY, INC.	LIBRARY PERFORMANCE 6/26/18	\$350.00
SIMINGTON, BRAD	P & Z MTG 5/17/18	\$25.00
SIOUX COMMERCIAL SWEEPING	CRACK SEAL	\$6,400.00
SMEAL HOLDING, LLC.	FIRE DEPT CHASSIS PREPAYMENT	\$268,897.00
SPENCER AUTO PARTS INC.	FIRE DEPT STROBE	\$112.00
STOREY KENWORTHY	LIBRARY SUPPLIES	\$396.80
SUNSHINE FOODS	LIBRARY SUPPLIES	\$87.29
TEI LANDMARK AUDIO	LIBRARY SUPPLIES	\$259.70
THE DES MOINES REGISTER	LIBRARY SUBSCRIP	\$471.04
THE FIRST SIGNS OF FIRE	FIRE DEPT REFLECTIVE SIGNS	\$216.50
THE MAGIC OF LARRY DUNBAR	SUMMER READING PROGRAM	\$250.00
THE SHERWIN-WILLIAMS CO.	PAINT SUPPLIES	\$1,868.94
THE VACUUM CLEANER CENTER	VACUUM SUPPLIES	\$39.98
TREASURER, STATE OF IOWA	STATE TAX	\$3,938.00
TREERING CORPORATION	LIBRARY BOOKS	\$135.37
TRUE VALUE-MILFORD	MAY INVOICES	\$1,309.76
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$192.93

UNITED COMMUNITY BANK FOR PE	LIBRARY PETTY CASH	\$174.71
VANDER HAAG'S INC.	FIRE DEPT UNIT 698 ALIGNMENT	\$541.68
VERIZON WIRELESS	CELL PHONES/LAPTOPS	\$446.86
VERNER, KEATON	TRAVEL REIMBURSE	\$134.39
VISU-SEWER	17 SEWER CIPP LINING PRJ WORK	\$44,485.65
WASTE MANAGEMENT	GARBAGE TOTE SERVICE	\$17,550.05
WITTROCK LAWN SERVICE	CEMETARY MOW 5/15,5/24,5/30	\$1,125.00
WTS MEDIA	LIBRARY SUPPLIES	\$77.90
TOTAL ACCOUNTS PAYABLE		\$1,153,152.53
PAYROLL CHECKS		\$44,007.94
**** PAID TOTAL ****		\$1,197,160.47

Paid from the following funds: General Fund: 139,685.03; Road Use Tax: 19,063.19; Employee Benefits: 15,532.50; Debt Service: 666,085.00; LOST; 13,249.10; Capitol Project Reserve: 268,897.00; Sewer Utility Fund: 52,158.66; Garbage Utility: 22,489.99

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 138,898.10; Road Use Tax: 34,809.28; Employee Benefits: 19,309.25; Hotel/Motel Tax: 6,113.92; TIF: 35,926.21; LMI Fund: 1,198.78; Debt Service: 15,631.90; Capitol Equipment (LOST): 553.28; Capital Project Reserve: 3,947.56; Sewer Utility: 24,729.82; Garbage Utility: 18,550.66; Storm Water Utility: 10,153.03

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the May Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Fire, Police reports. May minutes from Board of Adjustments, Community Center, Park Board, Planning & Zoning, and Library along with June events.

ACTION & DISCUSSION ITEMS

RIDES update- Executive Director Hugh Lively

Hugh Lively with RIDES passed out the statistics for Fiscal Year ending June 30, 2017. Council reviewed and it was noted that the RIDES is currently running into a shortfall with the City of Milford. Residents are charged \$2.50 one way. Hugh commented they are trying some other options and hope to see turn around. Council thanked Hugh for coming.

Street Closure during Pioneer Days July 27-29 and 5K Run/Walk July 28th at 9:00 a.m.

Dawn Powell with the Milford Commercial Club addressed with council what street closures they are wanting during the last full weekend in July for Pioneers Days. Motion by Olsen by Frederick to move forward with the street closures. All voting aye: Motion carried. Council will approve by resolution during the June 25th meeting.

Approve Road Maintenance Agreement with Dickinson County

Motion by Yungbluth second by Olsen to approve Road Maintenance Agreement with Dickinson County. All voting aye: Motion carried. Mayor Anderson would like to see an amendment to this at some point to address 225th St. Administrator Reinsbach said she would get in contact with Dickinson County Engineer Dan Eckert.

Resolution approving utility write offs

Motion by Olsen second by Frederick to approve **Resolution 18-24** Resolution approving utility write offs. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution approving Payment No. 2 final payout to Visu-Sewer for the 2017 Milford Sewer CIPP Lining project

Jason with Beck Engineer commented the reports came back and the grouting looks good. Motion by Olsen second by Huse to approve **Resolution 18-25** Resolution approving Payment No. 2 final payout to Visu-Sewer for the 2017 Milford Sewer CIPP Lining project. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution setting bed letting date and public hearing for the 2018 South Shore Alley project

Motion by Olsen second by Yungbluth to approve **Resolution 18-26** Resolution setting bed letting date and public hearing for the 2018 South Shore Alley project. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution authorizing fund transfers for FY 2018

Motion by Yungbluth second by Frederick to approve **Resolution 18-27** Resolution authorizing fund transfers for FY 2018. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution transferring funds from 001 General Fund to the 311 H Avenue project fund

Motion by Yungbluth second by Hinshaw to approve **Resolution 18-28** Resolution transferring funds from 001 General Fund to the 311 H Avenue project fund. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Ordinance amending the Chapter 99 sewer service charges section 92.02 rate

Council discussed the rate increase and questioned the necessity. Reinsbach gave them an overview on future expenses to include H Ave, lift station issue on A34 and at some point we are going to have to purchase a new jetter truck. The last two years we have done appromiatly \$120,000 in sewer lining project. Mayor Anderson made the comment that maybe the council should consider a onetime higher increase and keep it the same for a few years instead of making yearly increases. Councilmember Hinshaw introduced **Ordinance 6-11-18** Ordinance amending the Chapter 99 sewer service charges section 92.02 rate and moved that the requirements that the ordinance be considered at two prior council meetings be waived. Councilmember Huse seconded the motion to waive the requirements that the ordinance be considered at two prior council meetings. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Yungbluth second by Olsen to adopt **Ordinance 6-11-18** amending the Chapter 99 sewer service charges section 92.02 rate. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried. Council will review during next budget season.

Ordinance Amending Chapter 105 Solid Waste Control; 105.10 (1) Waste Storage Containers; Subsections B. Commercial and C. Construction

Councilmember Yungbluth introduced **Ordinance 6-11-18 A** Ordinance amending Chapter 105 Solid Waste Control; 105.10 (1) Waste Storage Containers; Subsections Commercial and C. Construction and moved to waive the requirements that the ordinance be considered at a third reading. Councilmember Olsen seconded the motion to waive the requirements that the ordinance be considered at a third reading. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Yungbluth second by Frederick to adopt **Ordinance 6-11-18 A**, amending Chapter 105 Solid Waste Control; 105.10 (1) Waste Storage Containers; Subsections B. Commercial and C. Construction. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Ordinance amending Chapter 106 Collection of Solid Waste

Councilmember Hinshaw introduced **Ordinance 6-11-18 B** Ordinance amending Chapter 106 Collection of Solid Waste and moved to waive the requirements that the ordinance be considered at a third reading. Councilmember Olsen seconded the motion to waive the requirements that the ordinance be considered at a third reading. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Yungbluth second by Olsen to adopt **Ordinance 6-11-18 B**, Chapter 106 Collection of Solid Waste. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Discuss items to talk about in regards to possible joint school board meeting on June 18th.

Council discussed items they would like to discuss during joint meeting with the school to include parking, update on middle school, snow removal, H Ave project, signage of advertising signs inside the softball fields, building on easements. Administrator Reinsbach commented she did get an email back from Todd in regards to the meeting and has requested to meet at 5:45 at the school district board room as they have another meeting scheduled from 4:30 to 5:30. Council was fine with meeting at 5:45.

Angle parking around the Okoboji Elementary School- Don Olsen

City Administrator Reinsbach commented Mr. Olsen had called this afternoon and asked this agenda item be removed. Council moved onto the next agenda items.

Discussion on adding 25 mph speed limit signs on Airport Drive

Discussion took place in regards to adding speed limit signs on Airport Drive. There was some concern if this would be setting a precedent because the speed limit in a residential district according to code is 25 mph and currently the city does not have signs posted on every street. Because Airport Drive is a fairly long stretch there was a motion by Huse, second by Yungbluth to add 2- 25 mph speed limit signs on Airport Drive. All voting aye: Motion carried.

Discussion on adding stop signs at the intersection of 6th and Q Ave.

Police Chief Bob Clark explained he had a conversation with the Dickinson County Engineer about adding stop signs at the intersection of Q and 6th St. This topic has come up in the past and beings the former Polaris building in now occupied and the possibility for additional vehicle traffic and families with children, council felt adding the additional stop sign is justified. This is not within the county jurisdiction like previously discussed. Motion by Olsen second by Yungbluth to move forward with additional stop signs going north and south making this a 4-way stop. This will be formally addressed during the June 25th council meeting as the changes will be done by amending Chapter 65 Stop or Yield Required in the city code book.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Mayor Anderson was contacted by the Chamber of Commerce, Safco will be having an open house ribbon cutting on July 17th and would like as many representative from the city council to attend. There will be more details to come. Police Chief Bob Clark discussed possibly moving the emergency siren on Woodlyn Drive due to easement issues. City Administrator Reinsbach said she had been in touch with Michael Ehret on repairing sirens however he wasn't able to offer much in regards to companies that do repair because the county sirens are mechanical and the city is electrical. She is waiting for more information from Michael in regards to relocating the siren on Woodlyn. This will more than likely be on June 25th agenda. Reinsbach also confirmed she got an email for Darren Bumgarner with NWIPDC confirming the city is eligible to apply for CDBG funds for the H Ave Phase III. There is a chance we have a couple of properties in town that are sharing joint sewers, Kent is looking into this. Kent has also had discussions with a property owner at 1310 13th St. in regards to connecting to the sewer. Also it has been confirmed The Cherish Center did encroached into a utility easement and between MMU and the city we are looking at a "Hold Harmless Agreement" with Cherish Center however both the city and MMU will need to sign off.

With no other discussion, motion to adjourn by Yungbluth second by Olsen at 7:55 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk