

MILFORD CITY COUNCIL
 REGULAR MEETING
 JUNE 22, 2020
 6:30 PM

The Milford City Council met in regular session June 22, 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: Deputy City Clerk Carrie Funk, Mayor Steve Anderson, Russ Beckendorf and Jason Eygabroad. Funk and Anderson were also available electronically along with City Administrator LeAnn Reinsbach, Don Brinkley, Steve Schwaller, Barry Sackett, Andrew Fisher, KICD News and Alan K.

Steve Anderson led the Pledge of Allegiance.

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

Motion by Yungbluth second by Gebhart 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 8, 2020 meeting
- Cigarette/ Tobacco Permit- Dollar General
- Monthly bills- approve and bills paid in vacation

ALPHA WIRELESS COMM. CO.	PW BOBCAT	\$31.68
ARNDT, MCINTYRE	FIRE DEPT MILEAGE REIMBURSE	\$598.00
BLACKTOP SERVICE COMPANY	P AVE POTHOLES & 17TH STREET	\$6,742.40
BOJI WELDING AND SERVICES	PARKS TRAILER REPAIR	\$140.00
BOMGAARS	PARKS SUPPLIES	\$71.15
BORDER STATES INDUSTRIES	LIGHT POLES	\$9,271.95
C & B OPERATIONS, LLC	PARKS SUPPLIES	\$130.98
CAMPUS CLEANERS	PD SERVICES	\$100.15
CITY OF SPENCER	MARCH 2020 LAW ENFRC TESTING	\$202.27
D & W DEVELOPMENT	JUNE 2020 TIF PAYMENT	\$43,080.00
DIEBOLD NIXDORF, INC	CH DRIVE UP SPEAKER REPAIR	\$780.68
E & F INVESTMENTS	JUNE 2020 TIF PAYMENT	\$6,000.00
GALEN'S PRO-MOW	FIRE DEPT SERVICES	\$84.94
GALLS LLC	MYHRE EE CLOTHING	\$499.36
GENERAL TRAFFIC CONTROLS	10TH & HWY 71 SERVICE CALL	\$568.50
HAWKEYE CARE CENTERS	JUNE 2020 TIF PAYMENT	\$11,157.65
HELLER ENTERPRISES LLC	FIRE DEPT SERVICES	\$125.60
IOWA FIREFIGHTERS ASSOCIATION	FIRE DEPT MEMBRSHIP DUES	\$867.00
IOWA LAKES ELECTRIC COOP	LIGHTING KUCHEL TRL	\$569.00
IOWA LEAGUE OF CITIES	20/21 MEMBER DUES	\$1,773.00
KNIGHT PROTECTION	FIRE DEPT MONITORING SERVICE	\$300.00
KUCH BUILDERS INC & UNITED COM	JUNE 2020 TIF PAYMENT	\$85,197.00
LAKESHORE LEARNING MATERIALS	LIBRARY SUPPLIES	\$777.27
M & T FIRE AND SAFETY	FIRE DEPT NOZZLE TIPS	\$160.00
MENARDS - SPENCER	PARKS SUPPLIES	\$63.95
METICULOUS CLEAN	FIRE DEPT APR/MAY/JUNE CLEAN	\$214.00
OKOBOJI INN & SUITES	JUNE 2020 TIF PAYMENT	\$18,176.67
REINSBACH, LEANN	REIMBURSE INK CARTRDG WRK RM	\$74.98
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
SAFCO PRODUCTS CO.	JUNE 2020 TIF PAYMENT	\$22,170.70
SCHMELLING, BOBBI	JUNE 2020 TIF PAYMENT	\$1,125.08
SCHULTZ, BECCA	LIBRARY REIMBURSEMENT	\$13.91
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$375.64
SIOUX SALES COMPANY	WOLFF CLOTHING	\$621.17
SMITH, BRUCE	SOLD HANGAR LEASE REIMBURSE	\$205.35
STRUVE, JENNIFER	CXL REIMBURSE DUE TO COVID	\$25.00
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$231.21
UNITY POINT CLINIC-OCCUPATIONA	EE TESTING	\$42.00
WEDEKING PIT & PLANT	GRAVEL/BLACKDIRT	\$364.83
WESTERN IOWA TECH COMMUNITY CO	FIRE DEPT RADCLIFFE TRAINING	\$20.00
**** REPORT TOTAL ****		\$213,048.07

Paid from the following funds: General Fund: 18,921.60; Road Use Tax: 7,219.37; TIF: 186,907.10

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed end of June Monthly Expense and Revenue reports. City Administrator noted there should be one larger invoice from KWS out of Emmetsburg for the installation on the street lights at Wittrock's and Farmer's Savings Bank. The lights were installed today and according to Logan Davids with MMU the lights work and the poles look good.

ACTION AND DISCUSSION ITEMS

ICAP Insurance and IMWCA Insurance Renewals (Russ Beckendorf w/ MHR)

Russ Beckendorf with MHR reviewed the summary report and the discussed the rates for FY 2021. Beckendorf noted the mod factor is at a .80. for IMWCA bringing the premium to \$24,701.00 Russ also talked about ICAP insurance, the premium this year will be \$77,189.21.

Resolution authorizing payment No.7 to Hulstein Excavating, Inc. for the 2019 City of Milford H Avenue reconstructing project- Phase III.

Motion by Yungbluth second by Hinshaw to approve **Resolution 20-27** Resolution authorizing payment No.7 to Hulstein Excavating, Inc. for the 2019 City of Milford H Avenue reconstructing project- Phase III. Roll call vote. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing fund transfers for FY2020

Motion by Yungbluth second by Eckard to approve **Resolution 20-28** Resolution authorizing fund transfers for FY2020. Roll call vote. Voting Aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution ratifying council boards and commissions appointments

Motion by Gebhart second by Hinshaw to approve **Resolution 20-29** Resolution ratifying council boards and commissions appointments. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution setting fire department wages for FY2021

Motion by Yungbluth second by Eckard to approve **Resolution 20-30** Resolution setting fire department wages for FY2021. Roll call vote. Voting aye: Hinshaw, Frederick, Yungbluth and Eckard. Gebhart abstained. Nay: None. Motion carried.

Resolution setting employment salaries and wages for FY 2021

Motion by Yungbluth second by Eckard to approve **Resolution 20-31** Resolution setting employment salaries and wages for FY 2021. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing TIF fund transfers for FY2020

Motion by Yungbluth second by Hinshaw to approve **Resolution 20-32** Resolution authorizing TIF fund transfers for FY2020. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing the destruction of obsolete records in accordance with the League of Cities Records Retention Policy and all applicable laws.

Motion by Yungbluth second by Gebhart to approve **Resolution 20-33** Resolution authorizing the destruction of obsolete records in accordance with the League of Cities Records Retention Policy and all applicable laws. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution approving the purchase of 2020 Ford F150 police responder 4X4

Motion by Yungbluth second by Gebhart to approve **Resolution 20-34** Resolution approving the purchase of 2020 Ford F150 police responder 4X4. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution transferring funds from 001 General Fund to the 312 Capitol 2020 Alley project fund.

Motion by Eckard second by Hinshaw to approve **Resolution 20-35** Resolution transferring funds from 001 General Fund to the 312 Capitol 2020 Alley project fund. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution setting public hearing on proposed amendment to the Milford City Ordinances Chapter 99: Sewer Service Charges, Section 99.02: Rate

Motion by Yungbluth second by Eckard to approve **Resolution 20-36** Resolution setting public hearing on proposed amendment to the Milford City Ordinances Chapter 99: Sewer Service Charges, Section 99.02: Rate. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Discuss opening city buildings and city clerk's office due to COVID19

Discussion took place on opening up certain city owned buildings. Motion by Gebhart second by Yungbluth to leave this up to the department heads on how they want to handle this. All voting aye. Motion carried. It was also suggested to revisit this during the second meeting of the month.

Discuss dates to meet with the Okoboji school board and items to discuss

Council suggested meeting with the Okoboji School Board on July 9th or July 14th at 5:30. Council would like to discuss additional parking at the administration building by the elementary school, the agreement in which the city conveyed 7th street to the school and add a miscellaneous item in case something comes up between now and the meeting. City Administrator Reinsbach will reach out to Brad Droegmiller on the dates.

Discuss Agreement for the City of Milford and YMCA for pool operations during the 2020 season

Council reviewed agreement along with some added information from City Attorney Dave Stein. Motion by Gebhart second by Yungbluth to change the name from LucileMae, LLC to Boji Bay, LLC; add the city as an additional insured and include an indemnity clause. All voting aye. Motion carried. It was also noted that if we had to have a special meeting this could be done as well.

Mayor's appointment to the Milford Board of Adjustments

Motion by Yungbluth second by Hinshaw to approve the Mayor appointment of Cheryl Houseman to the Milford Board of Adjustments. All voting aye. Motion carried. The appointment fills a term ending June 30, 2024.

Mayor's appointment to Dickinson County Water Quality Commission

Motion by Yungbluth second by Gebhart to appoint Deputy City Clerk Carrie Funk and Brad Willemsen from MMU to the Dickinson County Water Quality Commission. All voting aye. Motion carried.

Update on Florence Park shelter house

City Administrator mentioned the shelter house project is a little behind. The contractor is short help. Motion by Yungbluth second by Hinshaw to extend the finish date until August 17th, 2020. All voting aye. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach noted we received a thank you from the After-Prom Committee, we received an ICAP Grant for \$1000.00 that she has submitted for a powered air purifying respirator for the fire department and the Planning and Zoning Commission started updating the zoning book last week. Once this is completed there will be a summary of changes that the council would adopt by resolution during a public hearing. Reinsbach also said she is waiting back for a quote to add a fire hydrant on Q Avenue. Carrie Funk mention she has a letter out to Dollar General due to tall grass and Andy Yungbluth said he has had a few calls about clean up days and we should look at possibly doing this next spring.

With no other discussion, motion to adjourn by Yungbluth second by Gebhart at 8:00p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk