

MILFORD CITY COUNCIL
 REGULAR MEETING
 MARCH 12, 2018
 6:30 PM

The Milford City Council met in regular session March 12, 2018 at 6:30 p.m. in the East ½ of the Community Center Mayor Steve Anderson presided.

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

Absent: None

Others present: Kent Eilers, Bob Clark, Jason Eygabroad, Steve Schwaller, Jay Nieson, and Jane Shuttleworth

Steve Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes February 26, 2018 council meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$889.12
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$1,635.00
GENERAL DRIVERS UNION	UNION DUES	\$310.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,700.07
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,290.29
IPERS	IPERS REGULAR	\$9,297.82
SECURE BENEFITS SYSTEMS	EE FSA EMPLOYEE CONTRI	\$255.38
ARNOLD MOTOR SUPPLY	FEBRUARY INVOICES	\$68.28
CARD SERVICES CENTER	SUPPLIES/TRAVEL	\$186.74
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$5,886.00
COOPERATIVE ENERGY COMPANY	FEBRUARY INVOICES	\$561.64
HOSS, JESSE	CLOTHING	\$117.68
KARL EMERGENCY VEHICLES	NEW PD VEHICLE	\$9,909.47
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$135.01
OFFICE SYSTEMS COMPANY	CITY HALL COPIER	\$29.68
PIONEER PRINTING	PD TICKET BOOKS	\$246.56
TOP NOTCH GRAPHIX	PD FORD EXPLORER DECALS	\$700.00
TRUE VALUE-MILFORD	FEBRUARY INVOICES	\$3.38
UNITED COMMUNITY BANK FOR PET	PD/OFFICE POSTAGE	\$44.81
ARNOLD MOTOR SUPPLY	FEBRUARY INVOICES	\$5.48
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$808.20
CARPENTER, JIM	MILEAGE PRIOR LAKE MN	\$190.20
FULL THROTTLE DESIGNS	RESCUE TRUCK VINYL DECALS/INS	\$650.00
INTERSTATE ALL BATTERY CENTER	FD SUPPLIES	\$77.40
KNIGHT PROTECTION	FIRE DEPT ANNUAL ALARM TEST	\$554.00
LANGHOLZ, SHANE	FIRE SCHOOL EXPENSES	\$200.50
MAR-LIN BUSINESS SUPPLY	FIRE DEPT OFFICE SUPPLIES	\$62.98
MAXYIELD COOPERATIVE	FD SUPPLIES	\$193.14
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$117.00
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$96.47
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$728.00
MY-LOR INC.	FIRE DEPT SUPPLIES	\$59.05
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$35.00
TRUE VALUE-MILFORD	FEBRUARY INVOICES	\$30.94
ULINE	FD SUPPLIES	\$130.49
ARNOLD MOTOR SUPPLY	FEBRUARY INVOICES	\$693.29
BECK ENGINEERING INC	CITY ENGINEERING SERVICES	\$410.00
BLACK HILLS ENERGY	PUBLIC WORKS UTILITY	\$474.75
BOJI WELDING AND SERVICES	PUBLIC WORKS VEHICLE MAIN	\$418.00
BOMGAARS	PW SHOP SUPPLIES	\$14.99
CARD SERVICES CENTER	SUPPLIES/TRAVEL	\$74.17
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$3,597.00
CONSUMERS LUMBER	SUPPLIES	\$47.63
COOPERATIVE ENERGY COMPANY	FEBRUARY INVOICES	\$2,875.23
FOX INTERNATIONAL INC.	06 CHEVY PLOW TRUCK	\$85.54
JAYCOX IMPLEMENT	BOBCAT HOURS	\$1,905.00
JENNINGS TOW & REPAIR	PW KEROSENE	\$21.18
KIMBALL MIDWEST	SUPPLIES	\$77.99

KRUSE BUICK GMC	PW VEHICLE MAINT	\$199.27
MID-AMERICAN RESEARCH CHEMICA	SEWER/SHOP CHEM & SUPPLIES	\$58.00
MID-IOWA SOLID WASTE EQUIPMENT	VEHICLE MAIN	\$198.97
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$49.90
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$327.50
SPENCER AUTO PARTS INC.	VECHICLE MAIN	\$266.61
SUNSHINE FOODS	OFFICE SUPPLIES	\$54.41
TRUE VALUE-MILFORD	FEBRUARY INVOICES	\$60.07
GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL EQUIP	\$41.70
KIMBALL MIDWEST	SUPPLIES	\$106.55
WEDEKING, SAM	SNOW REMOVAL	\$4,965.00
SPENCER AUTO PARTS INC.	VEHICLE MAIN	\$46.15
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$139.43
AMAZON/GEGRB	LIBRARY SUPPLIES	\$89.97
ANDERSON, GILLIAN	LIBRARY SUPPLIES	\$39.46
BAKER & TAYLOR INC.	BOOKS	\$1,087.76
BERNING, SHELLY	3/7/18 BD MTG	\$25.00
CENGAGE LEARNING	BOOKS	\$67.48
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$1,308.00
CREATIVE PRODUCT SOURCE	FEBRUARY INVOICES	\$260.92
DEMCO	LIBRARY SUPPLIES	\$232.97
DENNIS E MERRY	CLEANING SERVICES FOR FEBRU	\$635.31
DOTSON, DENNIS	3/7/18 BD MTG	\$25.00
FRANKLIN, ELAINE	3/7/18 BD MTG	\$25.00
GANO, JOANN	3/7/18 BD MTG	\$25.00
GREAT AMERICA LEASING CORP.	LANIER COPIER SYSTEM	\$110.43
KILTS, RICK	3/7/18 BD MTG	\$25.00
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$861.66
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$1,262.90
CAMPUS CLEANERS	COMM CTR RUGS	\$25.38
RICK'S PEST CONTROL	CITY HALL SERVICES	\$10.00
SUNSHINE FOODS	LIBRARY SUPPLIES	\$9.31
TEI LANDMARK AUDIO	ANNUAL BILLING PLAYAWAY LEA	\$1,000.00
TRUE VALUE-MILFORD	FEBRUARY INVOICES	\$4.10
ARNOLD MOTOR SUPPLY	FEBRUARY INVOICES	\$240.29
BOMGAARS	PARKS VEHICLES	\$65.92
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$1,144.50
COOPERATIVE ENERGY COMPANY	FEBRUARY INVOICES	\$122.02
LAKES NEWS SHOPPER	ADS	\$46.20
MID-AMERICAN RESEARCH CHEMICA	PARKS SUPPLIES	\$217.14
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$485.29
PITNEY BOWES	POSTAGE	\$85.54
DANNATT, MARY	3/7/18 COMM CTR MTG	\$25.00
DENNIS E MERRY	CLEANING SERVICES FOR FEBRUA	\$917.91
HEMPHILL, LINDA	3/7/18 COMM CTR MEETING	\$25.00
KEIZER, ROBB	3/7/18 COMM CTR MTG	\$25.00
LAKES NEWS SHOPPER	ADVERTISING-BRIDAL TAB	\$188.60
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$16.15
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$677.27
ORTMAN, RICH	3/7/18 MTG COMM CTR	\$25.00
CAMPUS CLEANERS	COMM CTR RUGS	\$25.39
RICK'S PEST CONTROL	CITY HALL SERVICES	\$10.00
BERGLUND, SCOTT	P&Z MTG 1/15/18	\$25.00
BRINKS CONSULTING	FEB P&Z MTG	\$25.00
DICKINSON COUNTY NEWS	FEBRUARY ADS	\$56.09
NELSON, WANDA	P&Z MTG 1/15/18	\$25.00
SEXTON, BRENT	P&Z MTG 1/15/18	\$25.00
CARD SERVICES CENTER	SUPPLIES/TRAVEL	\$13.40
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$2,289.00
DICKINSON COUNTY NEWS	FEBRUARY ADS	\$440.63
IMFOA	CITY ADMIN CONT ED	\$65.00
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$114.33
PITNEY BOWES	POSTAGE	\$316.96
R & D INDUSTRIES	TECH SERVICES	\$774.50
STOREY KENWORTHY	OFFICE SUPPLIES	\$6.09
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$185.46
DEKOTER,THOLE,DAWSON,& ROCKM	PD LEGALS	\$788.50
PIPER JAFFRAY & CO.	GO BOND SERVICES	\$1,000.00
BLACK HILLS ENERGY	CITY HALL UTILITY	\$40.37
DENNIS E MERRY	CLEANING SERVICES FOR FEBRUA	\$146.78
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$1,540.29
CAMPUS CLEANERS	CITY HALL RUGS	\$71.38

RICK'S PEST CONTROL	CITY HALL SERVICES	\$40.00
ALLIANT ENERGY	SIGN UTILITY	\$23.16
BIRCH	Q AVE LIFT STATION	\$59.34
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INS	\$1,144.50
HTM SALES INC.	SEWER REPAIRS & REPLACE	\$563.35
INTERSTATE INDUSTRIAL INSTR. I	4 GAS GALIBRATION	\$210.00
MID-AMERICAN RESEARCH CHEMIC	SEWER/SHOP CHEM & SUPPLIES	\$540.00
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	\$31.99
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$900.99
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$199.99
SHAMROCK RECYCLE INC.	RECYCLING SERVICES	\$3,828.96
TREAS. - STATE OF IOWA	QTRLY SALES TAX PAYMENT	\$1,343.70
TOTAL ACCOUNTS PAYABLE		\$274,842.60
PAYROLL CHECKS		\$43,496.17
***** REPORT TOTAL *****		\$318,338.77

Paid from the following funds: General Fund: 96,701.44; Road Use Tax: 28,382.08; Employee Benefits: 14,224.50; Debt Service: 97.00; Capital Project Reserve: 149,702.70; Sewer Utility Fund: 8,746.09; Garbage Utility: 19,141.26; Sewer Utility Fund; 1,343.70

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 33,064.42; Road Use Tax: 40,741.50; Employee Benefits: 4,788.38; Hotel/Motel Tax: 115.67; TIF: 28,388.35; LMI Fund: 10,751.43; K-9: 1.10; Police Forfeiture: 1,360.29; Debt Service: 10,273.08; Capitol Equipment (LOST): 347.00; Capital Project Reserve: 1,503.67; Sewer Utility: 22,631.43; Garbage Utility: 18,641.10; Storm Water Utility: 10,708.82

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the February Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Police reports. January minutes from Community Center, Park Board, Planning & Zoning, and Library along with March events.

PUBLIC HEARING

Public hearing on proposed amendment to the Milford Urban Renewal Area 6:30 p.m.

Mayor Anderson opened the meeting at 6:33 p.m. With no comments from the audience or oral and written comments received at the City Clerk's office the public hearing was closed at 6:33p.m.

Public hearing on proposed Developers agreement for the support of the Safco Products Co. Project 6:30 p.m.

Mayor Anderson opened the meeting at 6:36 p.m. With no comments from the audience or oral and written comments received at the City Clerk's office the public hearing was closed at 6:36 p.m.

ACTION & DISCUSSION ITEMS

Resolution to Approve Urban Renewal Plan Amendment for the Milford Urban Renewal Area

Motion by Yungbluth second by Olsen approve **Resolution 18-14** Approve Urban Renewal Plan Amendment for the Milford Urban Renewal Area. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution Approving Development Agreement for the support of the Safco Products Co. Project, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement

Motion by Hinshaw second by Yungbluth to approve **Resolution 18-15** Resolution Approving Development Agreement for the support of the Safco Products Co. Project, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution authorizing the destruction of obsolete record in accordance with the Iowa League of Cities Records Retention Policy and all applicable Iowa Laws

Motion by Yungbluth second by Frederick to approve **Resolution 18-16** authorizing the destruction of obsolete record in accordance with the Iowa League of Cities Records Retention Policy and all applicable Iowa Laws. Roll call vote. Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Weight restriction on Sportsmans Drive

Council reviewed information provided by Beck Engineering on putting load restrictions on Sportsmans Drive. Jason with Beck was also at the meeting and explained due to the existing conditions, there are factors that create difficulties in determining the current design life and weight restrictions of the deteriorated pavement, with a surface overlay, and above a poor subgrade. Jason sighted a couple of options, for a 20 year design period, a single axle vehicle should be limited to a 6 ton axle load limit and a tandem axle vehicle should be limited to a 10 ton axle load limit or 10 year design period a single axle load limit of 7 tons and a tandem axle load limit of 13 tons may be enacted. There was concern with garbage trucks and Jay from Waste Management said they would have to redo the route to make Sportsman Drive one of the first pick up locations. There was also discussion on putting a seasonal timeframe associated with the load restrictions. After further discussion there was a motion by Huse, second by Frederick to put a year round load restriction for a single axle vehicle limited to a 6 ton axle load limit and a tandem axle vehicle should be limited to a 10 ton axle load limit. All voting aye. Motion carried

Council to review and consider entering into 28E Agreement with the Little Sioux Headwaters Coalition-Watershed Management

Jane Shuttleworth spoke on behalf of Little Sioux Headwaters Coalition and explained the 28E is more of planning and funding organization that also includes a larger watershed area, monitors federal flood risk planning and activities. Questions were raised about possible future funding and how audits would be paid for, cost of publishing minutes etc. Discussion took place on who would represent on the Little Sioux Headwaters Coalition board and concerns that there could be a conflict of interest with the Dickinson County Water Quality Commission. Councilman Olsen expressed his concern that John Wills should have attended the meeting and what he is getting paid to spearhead the Coalition. Councilman Hinshaw made a comment he would like to see more information. After further discussion motion by Olsen, second by Yungbluth to see the Coalition get more established and table joining the 28E agreement at this time. All voting aye. Motion carried.

Snow removal concerns- Rob Mayer

Mr. Mayer was not in attendance, Councilman Yungbluth asked if there had been any communication with Rob. Administrator Reinsbach commented when Deputy City Clerk Carrie Funk emailed Rob to see if he still wanted to be on the agenda Rob responded "Yes, please do. While we have seen some improvement, I think the snow removal process is still deficient in this area."

Council to consider City acting as fiscal agent on behalf of Milford Commercial Club

Chris Hinshaw spoke on behalf of the Commercial Club that during the Quasquicentennial Celebration money was raised to put an addition onto the Florence Park shelter house. The Milford Parks Department along with the Commercial Club have agreed to work on this as a joint project. A \$20,000 grant has been applied for through the Okoboji Foundation, however the Commercial Club is still waiting for their updated 501(c) 3 documentation from the IRS. During the meantime the Commercial Club has requested the City act as the fiscal agent until they can get through the first go around of grants. Motion by Olsen, second by Yungbluth to have the City act as fiscal agent on the first go around of grants. All voting aye. Motion carried

Ordinance amending chapter 135 streets and sidewalks: section 14 mailboxes

Councilmember Olsen introduced **Ordinance 3-12-18** Ordinance amending Chapter 135 streets and sidewalks: Section 14 mailboxes and moved that the requirements that the ordinance be considered at two prior council meetings be waived. Councilmember Yungbluth 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 Hinshaw to adopt **Ordinance 3-12-18** Ordinance amending Chapter 135 streets and sidewalks: Section 14 mailboxes. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Continued review on recycling

Discussion continued on recycling, Councilman Yungbluth commented that the residents he has talked to would prefer to comingle than separate, they don't want to have more than one container/bin and some that don't recycle now will start knowing they don't have to separate. In looking over the proposal Waste Management offers to comingle whereas Shamrock does not. Councilman Huse agreed with Yungbluth and commented he has had the same response from residents. Reinsbach informed the council that Mike Flannegan with Shamrock could not make the meeting but wanted to communicate whatever option the council decides he would honor a contract for 5 years with a 2% COL. Discussion took place into the pros and cons if we were to leave the 30 yard containers at the city shed. Councilman Hinshaw

commented when the city got out of the garbage business the rates went up and he doesn't want to see another increase. Administrator Reinsbach agreed the rates did go up however there was a cost savings as well because if we stayed in the garbage business we would have to hire another person, purchase a new garbage truck and there was also cost savings on the streets side because the public works has been doing more smaller scale street patching with the equipment they now have versus having it hire out. After further discussion the council agreed they want to see one company do both the garbage and recycling. Mayor Anderson said if the city continues to bill we will have to raise the rates on garbage or add a line item for recycling either way the rates will have to go up to recoup the cost of recycling that the city has been paying for. Hinshaw asked what Waste Management would charge to do both the garbage and recycling and bill residents instead of the city and the response was \$15.50 a month and they would bill quarterly. Mayor Anderson commented he would like to see council make a decision during the next council meeting so whomever gets the bid they have time to react in the event containers/bins need to be provided.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Mayor Anderson asked that council review the meeting procedures that were sent out in January and bring ideas to the March 26th meeting. Anderson talked about the meeting held March 7th Hazard Mitigation Plan with Dickinson County Emergency Management and also talked about a meeting with the Council of Governments where city councils and mayors get together to discuss different topics and it was suggested to get back into these types of meetings. Hinshaw said he would be interested in attending these meetings. We need to set up a meeting with MMU to go over the H Avenue project and include Jason from Beck Engineering and it was suggested to meet April 9th. Council discussed briefly what they would like to see on RFP's to be sent to attorneys and Reinsbach said she would try and get something together for council to review at the next meeting.

With no other discussion, motion to adjourn by Yungbluth second by Hinshaw at 8:45 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk