

MILFORD CITY COUNCIL
 REGULAR MEETING
 MARCH 14, 2016
 6:30 PM

The Milford City Council met in regular session March 14, 2016 at 6:30p.m. in the Community Center Board Room.
 Mayor Bill Reinsbach presided.
 Members present: Jason Simpson, Don Olsen, Mary Kay Rolling, John Walters, and Bill Huse
 Absent: None

Bill Reinsbach led the Pledge of Allegiance.

Motion by Rolling second by Walters to approve the agenda. Aye: Simpson, Olsen, Rolling, Walters and Huse.
 Motion carried.

Motion by Simpson second by Rolling to approve consent agenda. Aye: Simpson, Olsen, Rolling, Walters and Huse.
 Motion carried.

Items on the Consent Agenda were as follows:

- Minutes February 22, 2016 meeting
- Shield Board minutes- December
- Monthly bills as listed below: (approved) and bills paid in vacation

911 INSTALLS LLC	FIRE DEPT RADIOS	\$271.90
A1 TECH SOLUTIONS	OFFICE EQUIPMENT	\$339.00
ADVANCED SYSTEMS INC	FIRE DEPT SUPPLIES	\$58.50
AFLAC	AFLAC PRE TAX	\$838.22
ALLIANT ENERGY	SIGN UTILITIES	\$18.17
ALPHA WIRELESS COMM. CO.	FIRE DEPT SUPPLIES	\$47.00
AMAZON/GECEB	LIBRARY BOOKS/DVDS	\$128.02
ANDERSON, STEVE	P & Z MTG 2/18/16	\$25.00
ARNOLD MOTOR SUPPLY	FEBRUARY INVOICES	\$868.37
AUMER, BILL	BOARD OF ADJSTMNT MTG 3/8/16	\$50.00
BAISH, RICKY	EE CLOTHING	\$117.87
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,197.34
BECK ENGINEERING INC	CITY ENGINEER SERVICES	\$5,032.50
BERNING, SHELLY	LIBRARY BRD MTG 3/2/16	\$25.00
BIRCH	JANUARY SERVICES	\$552.99
BIRCH	FEBRUARY PHONE BILL	\$553.28
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$1,016.30
BOB GLOVER CONSTRUCTION	SIGN MATERIALS	\$12,000.00
BOMGAARS	FIRE DEPT SUPPLIES	\$175.85
BOOK LOOK	LIBRARY BOOKS	\$333.75
BOYER TRUCKS	GARBAGE/PLOW TRUCK MAINT	\$652.82
BRINKS CONSULTING	FEBRUARY SERVICES	\$100.00
BROWN SUPPLY	STREET SWEEPER SUPPLIES	\$614.60
CAMPUS CLEANERS	CITY HALL SERVICES	\$155.55
CENTRAL STATES SOUTHEAST &	EE HEALTHCARE	\$14,491.20
COLEMAN, VAUGHN	AIRPORT SHED CLEANING	\$50.00
COOKINHAM, JEFF	LIBRARY BRD MTG 3/2/16	\$25.00
COOPERATIVE ENERGY COMPANY	FEBRUARY INVOICES	\$3,639.53
CRYTEEL TRUCK EQUIPMENT	PUBLIC WORKS SUPPLIES	\$65.00
CUTTING EDGE SALES & SERVICE	PARKS SUPPLIES	\$561.80
DANNATT, MARY	COMM CTR MTG 3/2/16	\$25.00
DATA TECHNOLOGIES INC.	SOFTWARE INSTALL	\$4,286.00
DEKOTER, THOLE, & DAWSON, P.L.	UNION NEGOTIATION	\$2,928.30
DICKINSON COUNTY CONSERVA	FEBRUARY RECYCLING	\$132.00
ISU EXTENSION	MATT LOERTS APPLICATOR CLAS	\$35.00
DICKINSON COUNTY NEWS	FEBRUARY ADS	\$361.12
DISCOVERY HOUSE INC.	FY2015-2016 FUNDING	\$1,500.00
DON PIERSON FORD	PD VEHICLE MAINT	\$1,132.17
DOTSON, DENNIS	LIBRARY BRD MTG 3/2/16	\$25.00
ESTHERVILLE PD	HEAT TEAM HELMET	\$424.00
FARONICS	LIBRARY MAINT RENEWAL	\$43.20
FRANKLIN, ELAINE	LIBRARY BRD MTG 3/2/16	\$25.00
FRODERMANN, KEVIN	FIRE DEPT TRAVEL EXPENSES	\$145.56
FRONTIER BAG INC.	SUNSHINE FOOD BAGS	\$4,422.60
GALE GROUP	LIBRARY BOOKS	\$93.46
GALLS LLC	EE CLOTHING	\$103.98
GANO, JOANN	LIBRARY BRD MTG 3/2/16	\$25.00

GCS TECH INC.	LIBRARY SERVICES	\$38.00
GENERAL DRIVERS UNION	UNION DUES	\$298.00
GENERAL TRAFFIC CONTROLS	HWY 71 & 6TH TRAFFIC LIGHT	\$8,384.89
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HEIMAN INC.	FIRE DEPT SUPPLIES	\$187.09
HEMPHILL, LINDA	COMM CTR MTG 3/2/16	\$25.00
HINSHAW, BRIAN	JANUARY JANITORIAL SERVICES	\$1,600.00
HINSHAW, BRIAN	FEB JANITORIAL SERVICES	\$1,600.00
HORSTMAN, DENNY	P & Z MTG 2/18/16	\$25.00
HOUGE, LEANN	EE CLOTHING	\$190.92
HUNTRESS DAVID	BOARD OF ADJSTMNT MTG 3/8/16	\$50.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,416.63
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,492.15
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,213.49
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	\$355.99
IOWA FIREFIGHTERS ASSOCIATION	FIRE DEPT MEMBERSHIP	\$813.00
IOWA LIBRARY ASSOCIATION	IA LIBRARY 2016 MEMBR RENEW	\$110.00
IOWA ONE CALL	JANUARY 2016 LOCATES	\$2.70
IPERS	IPERS PROTECTN	\$9,301.80
JAYCOX IMPLEMENT	BOBCAT SNOW REMOVAL	\$140.53
JCL SOLUTIONS-JANITORS CLOSET	FEBRUARY SUPPLIES	\$43.82
JOHN'S TIRE SERVICE	JANUARY SERVICES	\$1,265.00
KAPP'S FIRE EQUIP. & SERV.	FIRE DEPT ANNUAL INSPECT	\$267.00
KEIZER, ROBB	COMM CTR MTG 3/2/16	\$25.00
KILTS, RICK	LIBRARY BRD MTG 3/2/16	\$25.00
KRUSE, LLOYD	OPTION TO PURCHASE REAL	\$5,000.00
LAKES NEWS SHOPPER	COMM CTR BRIDAL TAB	\$417.90
LOERTS, MATT	EE CLOTHING	\$298.11
LORENZEN, JASON	BOARD OF ADJSTMNT MTG 3/8/16	\$50.00
M & T FIRE AND SAFETY	FIRE DEPT SUPPLIES	\$1,202.63
MARTIN'S FLAG CO.	SUPPLIES	\$218.14
MATT'S TRUCK & TRAILER REPAIR	FIRE DEPT SERVICES	\$5,039.60
MCCREA, JIM	COMM CTR MTG 3/2/16	\$25.00
MENARDS - SPENCER	PUBLIC WORKS SUPPLIES	\$106.35
MIKE SCHIPPER TRAINING	FIRE DEPT HAZMAT REFRESH	\$285.20
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	\$331.03
MILFORD MUNICIPAL UTILITY	FEBRUARY UTILITIES	\$11,279.99
MY-LOR INC.	FIRE DEPT SUPPLIES	\$117.45
NELSON, WANDA	P & Z MTG 2/18/16	\$25.00
NORTHWEST IA. PLAN.&DEV.	SHIELD FY 2016 FINAL DRAW	\$3,500.00
OFFICE SYSTEMS COMPANY	PD SERVICES	\$26.11
OVERHEAD DOOR SALES	OLD CITY HALL SERVICE	\$66.00
PRODUCTIVITY PLUS ACCOUNT	PUBLIC WORKS CASE TRACTOR	\$1,011.05
PRODUCTIVITY PLUS ACCOUNT	CASE TRACTOR	\$192.88
R & D INDUSTRIES	FEBRUARY SERVICES	\$930.45
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
S&P CAPITAL IQ LLC	GMEI/LEI ANNUAL MAINT FEE	\$119.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$705.92
SHAMROCK RECYCLE INC.	FEBRUARY RECYCLING SERVICES	\$3,828.96
SHELEY, GEORGIA	BOARD OF ADJSTMNT MTG 3/8/16	\$50.00
SORENSEN, BETH	LIBRARY SUPPLIES	\$101.03
SOS COMPUTER REPAIR	FIRE DEPT SERVICES	\$133.75
SPENCER RED POWER	PUBLIC WORKS TRACTOR	\$155.00
STOREY KENWORTHY	LIBRARY SUPPLIES	\$178.45
SUNSHINE FOODS	SOFTWARE WORKING SESSION	\$25.38
TD TOOLS	PUBLIC WORKS TOOLS/SUPPLIES	\$732.15
THE ANDERSONS	FIRE DEPT FUEL	\$161.09
THORSTAD COMPANIES	WORK THRU 1/30/16 H AVE PRJCT	\$44,901.02
THORSTAD COMPANIES	L AVE SANITARY MANHOLE ADD	\$7,400.00
TREASURER, STATE OF IOWA	STATE TAX	\$2,546.00
TRUE VALUE-MILFORD	FEBRUARY INVOICES	\$251.14
U.S. TOY CO/CONST PLAY	LIBRARY SUPPLIES	\$65.53
UNITED COMMUNITY BANK FOR	LIBRARY POSTAGE	\$194.40
VAHLSING'S CLEAN SWEEP	FIRE DEPT JANITORIAL SERVICES	\$110.00
VAHLSING'S CLEAN SWEEP	FIRE DEPT JANITORIAL SERVICES	\$110.00
VERIZON WIRELESS	FEBRUARY SERVICES	\$515.67
WASTE MANAGEMENT	2/16/16-2/29/16 LANDFILL FEES	\$5,628.17
WEDEKING CONSTRUCTION INC.	TRUCKING TANDEM 2/4 & 2/15	\$4,845.00
WEDEKING PIT & PLANT	GRAVEL & DRIVEWAY ROCK	\$270.33
WEDEKING, SAM	HAUL SNOW	\$840.00
WINTHER STAVE & CO. LLP	TIF/BUDGET ASSISTANCE	\$650.00

ZEE MEDICAL SERVICE CO.	MEDICAL SUPPLIES	\$121.80
TOTAL ACCOUNTS PAYABLE		\$212,551.07
PAYROLL CHECKS		\$60,022.02
***** REPORT TOTAL *****		\$272,573.09

Paid from the following funds: General Fund: 147,849.90; Road Use Tax: 27,914.42; Hotel/Motel Tax: 12,000.00; L Ave Improvement: 7,400.00; H Ave Project: 44,901.02; Sewer Utility: 8,868.38; Garbage Utility: 23,639.37

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 132,999.85; Road Use Tax: 30,658.65; Employee Benefits: 5,156.72; Hotel/Motel Tax: 20.14; Milford South Industrial Park: 3,157.72; Nature Trails: 3,339.94 LMI Fund 2,074.52; K-9 Unit: .73; Debt Service: 30,252.58; 6th St. Debt & Service Sinking Fund: 8,929.84; 6th St. Debt & Service Reserve Fund: 23.12; Capitol Equipment (LOST):51.51; Capitol Project TIF Supported: 5.36; Capital Project 2010 St. Project: 2.09; Capital Project Reserve: 298.62; Capitol Project 6th St Utility: 1.51; L Ave: 2,059.43; 2012 Street Project: 16.47; Airport Runway project: 1,108.32; Sewer Utility: 22,841.28; Garbage Utility: 20,844.79; Storm Water Utility: 9,580.85; Equipment Revolving: 2.57

REPORTS

Board/Commission Reports

Council reviewed February Clerks/Treasurer report, Monthly Expense and Revenue reports, Police and Fire department reports. February minutes from Community Center, Planning & Zoning, Milford Memorial Library, and Park Board.

PUBLIC HEARINGS

Public Hearing on Proposal to Enter into a General Obligation Corporate Purpose and Refunding Loan Agreement

Mayor Reinsbach opened the public hearing at 6:32 p.m. No comments written or verbal were received. Reinsbach closed the meeting at 6:33 p.m.

FY 2017 budget

Mayor Reinsbach opened the public hearing at 6:34 p.m.. No comments written or verbal were received. Reinsbach closed the meeting at 6:35 p.m.

ACTIONS & DISCUSSION ITEMS

Resolution taking additional action on a loan agreement, authorizing the use of a preliminary official statement in connection therewith and providing for the levy of taxes to pay the same.

Motion by Simpson, second by Huse to approve **Resolution 16-14** taking action on a loan agreement, authorizing the use of a preliminary official statement in connection therewith and providing for the levy of taxes to pay the same. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Resolution authorizing adoption of Policies and Procedures Regarding Municipal Securities Disclosure

Motion by Walters, second by Huse to approve **Resolution 16-15** authorizing adoption of Policies and Procedures Regarding Municipal Securities Disclosure Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried.

Resolution Approving FY 2017 budget

Motion by Walters, second by Simpson to approve **Resolution 16-13** Approving FY 2017 budget. Roll call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None. Motion carried. The FY 2017 budget sets the property tax levy at \$12.54.

Resolution Transferring funds from 303 Capital Fire Station project to 200 Debt Service (2009 Fire Station)

Motion by Olsen, second by Walters to approve **Resolution 16-16** Transferring funds from 303 Capital Fire Station project to 200 Debt Service (2009 Fire Station). Roll Call-Aye: Simpson, Olsen, Rolling, Walters, Huse. Nay: None Motion carried

NWIPDC and City of Milford SHIELD renewal agreement

Motion by Walters second by Huse to approve Northwest Iowa Planning and Development Commission SHIELD renewal for FY2017. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None Motion carried.

Accept Due Diligence for Governmental Bonds questionnaire and authorize City Administrator to sign

Motion by Huse second by Walters approve the Due Diligence for Governmental Bonds questionnaire. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None.

Smith property update

City Administrator Houge spoke and wanted to make sure the Council was aware that even though they approved to sell the Smith property to the Milford Development Board, this does not guarantee the property would go on the tax roll as the board is classified as a 504-A.

Damaged mailbox- Larry Truman

Mr. Truman filled out a mailbox reimbursement wanting the City to reimburse for damage done to his mailbox during snow removal. Upon review of ordinance 135.14 and a picture provided by Public Works Supervisor Kent Eilers that shows the front of the mailbox does not sit back the minimum of six inches behind the back edge of the curb. Motion by Walters, second by Huse the City will not reimburse. Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None Motion passed.

Police Department shared 28 E Agreement

City Administrator Houge shared that on Tuesday March 8, 2016 Police Chief Vernon Flack advised her the City of Arnolds Park was planning to discontinue the Police Department shared 28 E Agreement. Both Houge and Mayor Reinsbach attended the Arnolds Park Council meeting on Wednesday March 9th, 2016. The Arnolds Park City Council did make a motion and second to discontinue the shared 28E Agreement with Milford. Mayor Reinsbach commented his disappointment on how the situation was handled, felt it was very unprofessional and the timing couldn't have come at a worse time because of budget season. Houge advised Council based on a conversation with Police Chief Flack it would be best to consider hiring a full time officer when the time comes. The current agreement has a 60 day written notice for termination.

July 3rd fireworks at Memorial Park

Between the City of Milford and Boji Bay Funhouse the fireworks this year will be on July 3rd.

COMMENTS BY MAYOR, COUNCIL AND STAFF

Councilman Walters expressed he has got a couple of calls in regards to a home on P Avenue that esthetically needs attention and if there was anything we could do. Administrator Houge said she would check into it.

Councilman Olsen asked where we were on the Koth demolition project, Administrator Houge said she has got a couple of bids and plans to get the Building & Equipment Committee together this week to review and bring to the next meeting.

Kiley Miler was present and thanked the Council for their continued commitment to the Iowa Lakes Corridor Development Corporation. Kiley also spoke about economic development priorities and was directed to put information together in a form of a letter. From there the City could then try and come up with an economic development action plan.

With no other discussion, motion to adjourn by Olsen second by Simpson at 7:18 p.m. Motion carried.

Respectfully submitted,

Bill Reinsbach, Mayor

LeAnn Houge, City Administrator/Clerk