

MILFORD CITY COUNCIL
 REGULAR MEETING
 MAY 14, 2018
 6:30 PM

The Milford City Council met in regular session May 14, 2018 at 6:30 p.m. in Community Center Board Room Mayor Steve Anderson presided.

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

Absent: Don Olsen

Others present: City Administrator LeAnn Reinsbach, Public Works Director Kent Eilers, Jason Eygabroad, Don Brinkley, Frankie Waters, Jayden Gilge and Adam Skopec

Steve Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes April 23, 2018 council meeting
- Liquor license renewal – Dollar General Store # 17926
- Liquor license renewal- Pioneer Theatre
- Cigarette/Tobacco permit- Rax Billiards, 1015 Okoboji Ave
- Monthly bills as listed below: (approved) and bills paid in vacation

ADVANCED SYSTEMS INC	FIRE DEPT COPIER	\$78.10
AFLAC	AFLAC PRE TAX	\$889.12
ALLIANT ENERGY	SIGN UTILITY	\$25.59
AMAZON/GEGRB	LIBRARY SUPPLIES	\$86.99
ANDERSON, GILLIAN	LIBRARY CRAFT REIMBURSE	\$41.58
ARNOLD MOTOR SUPPLY	APRIL INVOICES	\$743.26
ARTHUR J. GALLAGHER & CO	AVIATION LIABILITY RENEWAL	\$1,754.00
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,257.39
BARCO MUNICIPAL PROD. INC	PW SHOP SUPPLIES	\$210.64
BECK ENGINEERING INC	CITY ENGINEER SERVICES	\$2,017.50
BERGLUND, SCOTT	P&Z MTG 4/19/18	\$25.00
BERNING, SHELLY	LIBRARY BRD MTG 5/2/18	\$25.00
BIRCH	306 Q AVE PUMP UTILITY	\$59.33
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$596.44
BOMGAARS	PARKS SUPPLIES	\$503.98
BOUND TREE MEDICAL LLC	FIRE DEPT SUPPLIES	\$1,074.08
BRINKS CONSULTING	APRIL SERVICES	\$838.00
CARD SERVICES CENTER	FIRE DEPT SUPPLIES	\$58.60
CARD SERVICES CENTER	TRAVEL EXPENSES	\$1,396.65
CARPENTER, JIM	FIRE DEPT TRAVEL REIMBURSE	\$482.43
CC SCREEN PRINTING	CLARK CLOTHING ALLOW	\$73.30
CENTRAL STATES SOUTHEAST & SOU	APRIL BILLING	\$18,312.00
CHRISTIANS SHEET METAL	COMM CTR PARTIAL HVAC BILL	\$13,251.50
CINTAS	FIRST AID SUPPLIES	\$16.21
CITY OF SPENCER	COOP TESTING	\$129.35
COLEMAN, VAUGHN	AIRPORT MAR/APR JANITORIAL	\$100.00
COOKINHAM, JEFF	LIBRARY BRD MTG 5/2/18	\$25.00
COOPERATIVE ENERGY COMPANY	APRIL FUEL	\$3,279.04
CORNELL ABSTRACT CO.	12-98-37 ABSTRACT	\$75.00
CREATIVE PRODUCT SOURCE	LIBRARY SUPPLIES	\$118.51
CRYTEEL TRUCK EQUIPMENT	TRK PLOW MARKERS	\$78.96
DANNATT, MARY	COMM CTR MTG 5/2/18	\$25.00
DEKOTER,THOLE,DAWSON,& ROCKM	LEGAL FEES	\$1,737.39
DENNIS E MERRY	APRIL SERVICES	\$1,700.00
DICKINSON COUNTY NEWS	PUBLICATIONS	\$686.75
DICKINSON COUNTY TRAILS	FY18 ADMIN FEE	\$5,972.00
DOTSON, DENNIS	LIBRARY BRD MTG 5/2/18	\$25.00
FASTENAL	PW SUPPLIES	\$209.58
FFRS	FIRE DEPT YRL SUBSCRIP	\$787.75
IOWA STATE UNIVERSITY	FIRE SERVICE TRAINING	\$50.00
FRANKLIN, ELAINE	LIBRARY BRD MTG 5/2/18	\$25.00
GALE GROUP	LIBRARY BOOKS	\$33.76

GANO, JOANN	LIBRARY BRD MTG 5/2/18	\$25.00
GENERAL DRIVERS UNION	UNION DUES	\$350.00
GENERAL TRAFFIC CONTROLS	HWY 71&86 4/6 SERVICE	\$315.00
GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
GURNEY	PUMP PARTS	\$218.34
HEMPHILL, LINDA	COMM CTR MTG 5/2/18	\$25.00
IA DEPT OF PUBLIC SAFETY	OCT-DEC 17/JAN-MAR 18	\$600.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,277.49
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,292.82
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	\$108.00
IOWA NARCOTICS OFFICERS ASSOC	HOSS CONF REGISTRATION	\$200.00
IPERS	IPERS PROTECTN	\$9,463.42
JAYCOX IMPLEMENT	PW SUPPLIES	\$141.02
JCL SOLUTIONS-JANITORS CLOSET	FIRE DEPT SUPPLIES	\$149.37
JUNIOR LIBRARY GUILD	LIBRARY BOOKS	\$428.40
KEN BORTH AUTO BODY LTD.	SNOW PLOW SUPPLIES	\$221.63
KILTS, RICK	LIBRARY BRD MTG 5/2/18	\$25.00
KNIGHT PROTECTION	ANNUAL FIRE ALARM TEST/INSPEC	\$250.00
MAXYIELD COOPERATIVE	FIRE DEPT FUEL INVOICE	\$183.81
MAXYIELD COOPERATIVE	FIRE DEPT APRIL FUEL INVOICES	\$209.28
MCCREA, JIM	COMM CTR MTG 5/2/18	\$25.00
MENARDS - SPENCER	PARKS SUPPLIES	\$112.67
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$107.00
MID-IOWA SOLID WASTE EQUIPMENT	PW VEHICLE MAINT	\$107.98
MIDWEST FIRE EQUIPMENT & REPAI	FIRE DEPT SUPPLIES	\$221.83
MILFORD COMMUNICATIONS	FIRE DEPT CABLE TV/INTERNET	\$725.58
MILFORD MUNICIPAL UTILITY	APRIL INVOICES	\$8,898.25
MILL CREEK	EMPLOYEE APPRECIATION FOR	\$711.84
NELSON, WANDA	P&Z MTG 4/19/18	\$25.00
NORTH CENTRAL INT'L, INC.	PW VEHICLE MAINT	\$40.19
NOTEBOOM IMPLEMENT LLC	2018 GATOR RENTAL	\$2,025.00
NWIPDC	SHIELD FY 18 4TH DRAW	\$2,400.00
PAPE, JULIE	P&Z MTG 4/19/18	\$25.00
PITNEY BOWES	POSTAGE MACHINE	\$193.65
PIXLER ELECTRIC	FAIR BANKS PUMP	\$2,870.17
POWERPLAN	PW VEHICLE MAINT	\$108.61
R & D INDUSTRIES	SERVICE AGREEMENT	\$774.50
CAMPUS CLEANERS	OLD CITY HALL SERVICES	\$100.15
REINSBACH, LEANN	MILEAGE/MEALS REIMBURSE	\$222.92
RICE REPAIR	PW VEHICLE MAINT	\$108.00
RICK'S PEST CONTROL	CITY HALL SERVICES	\$40.00
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
RINGSTED PUBLIC LIBRARY	LIBRARY BOOK REPLACE	\$5.00
WEDEKING, SAM	SNOW REMOVAL	\$7,065.00
SANDRY FIRE SUPPLY	FIRE DEPT SUPPLIES	\$42.15
SCHLEY, CARLA	LIBRARY BRD MTG 5/2/18	\$25.00
SCHOLASTIC INC.	LIBRARY BOOKS	\$162.95
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$279.88
SEXTON, BRENT	P&Z MTG 4/19/18	\$25.00
SHAMROCK RECYCLE INC.	MARCH RECYCLE FEES	\$3,828.96
SHAMROCK RECYCLE INC.	APRIL CURBSIDE RECYCLE	\$3,828.96
SIMINGTON, BRAD	P&Z MTG 4/19/18	\$25.00
STATE STEEL SUPPLY COMPANY	PARKS SCOREBOARD SUPPLIES	\$543.84
SUNSHINE FOODS	LIBRARY INVOICES	\$20.70
SUPERIOR EQUIPMENT & RENTAL CO	CHAINS FOR BOBCAT	\$392.00
TREAS. - STATE OF IOWA	QRTLY SEWER&S/SEWER SALES	\$1,902.00
TREASURER, STATE OF IOWA	STATE TAX	\$2,673.00
TRUE VALUE-MILFORD	APRIL INVOICES	\$539.18
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$285.39
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$192.93
UNITED COMMUNITY BANK FOR	LIBRARY POSTAGE	\$195.91
UNITY POINT CLINIC-OCCUPATIONA	RANDOM TEST	\$42.00
VANDER HAAG'S INC.	PW VEHICLE	\$890.27
VERIZON WIRELESS	CELL PHONE/LAPTOP CHARGES	\$447.31
WASTE MANAGEMENT	LANDFILL CHARGES 3/16-3/31	\$2,175.15
WASTE MANAGEMENT	LANDFILL FEES	\$1,923.87
WASTE MANAGEMENT	TOTE SERVICES	\$13,767.71
WILLYGOAT INC.	PARK SWING SHIPPING	\$297.98
YMCA OF THE OKOBOJIS	2018 CONTRIBUTION	\$15,000.00
TOTAL ACCOUNTS PAYABLE		\$162,984.27
PAYROLL CHECKS		\$43,431.31
**** PAID TOTAL ****		\$206,415.58

Paid from the following funds: General Fund: 126,353.63; Road Use Tax: 25,821.35; Employee Benefits: 15,530.27; Sewer Utility Fund: 11,160.51; Garbage Utility: 26,330.82; Sewer Utility Fund; 1,219.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 443,504.13; Road Use Tax: 14,093.96; Employee Benefits: 125,610.68; Hotel/Motel Tax: 171.88; TIF: 223,001.57; LMI Fund: 1,117.21; Debt Service: 97,783.56; Capitol Equipment (LOST): 515.64; Capital Project Reserve: 3,034.42; Sewer Utility: 23,625.05; Garbage Utility: 18,866.33; Storm Water Utility: 10,802.75

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

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

PUBLIC HEARING

Public hearing on FY 2018 budget amendment 6:30 p.m.

Mayor Anderson opened the meeting at 6:35 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 6:35 p.m.

Public hearing on ordinance amending the zoning ordinance of the City of Milford, Iowa 2011 by amending Article XVI sign regulations; Sections 16.2 Definitions, 16.3 District Requirements, 16.8 Sign permit required and 16.9 additional regulations of permitted signs at 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.

Tobacco violation hearing for Outback Lounge at 6:33

Mayor Anderson announced the fee was paid at the City Clerk's Office on May 14, 2018 so no hearing is needed.

ACTION & DISCUSSION ITEMS

Resolution amending FY 2018 budget amendment

Motion by Yungbluth second by Frederick to approve **Resolution 18-19** Resolution amending FY 2018 budget amendment. Roll call vote. Voting aye: Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Ordinance amending the zoning ordinance of the City of Milford, Iowa 2011 by amending Article XVI sign regulations; Sections 16.2 Definitions, 16.3 District Requirements, 16.8 Sign permit required and 16.9 additional regulations of permitted signs

Councilmember Yungbluth introduced **Ordinance 5-14-18** Ordinance amending the zoning ordinance of the City of Milford, Iowa 2011 by amending Article XVI sign regulations; Sections 16.2 Definitions, 16.3 District Requirements, 16.8 Sign permit required and 16.9 additional regulations of permitted signs 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, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

A motion was made by Hinshaw second by Yungbluth to adopt **Ordinance 5-14-18** Ordinance amending the zoning ordinance of the City of Milford, Iowa 2011 by amending Article XVI sign regulations; Sections 16.2 Definitions, 16.3 District Requirements, 16.8 Sign permit required and 16.9 additional regulations of permitted signs. Roll call vote: Voting aye: Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution approving purchase of a Top Mount Pumper on a Spartan Gladiator Chassis S4795 from Smeal Holding, LLC

Motion by Yungbluth second by Hinshaw to approve **Resolution 18-20** Resolution approving purchase of a Top Mount Pumper on a Spartan Gladiator Chassis S4795 from Smeal Holding, LLC
Roll call vote. Voting aye: Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution approving Payment No. 1 to Visu-Sewer for the 2017 Milford Sewer CIPP Lining project

Motion by Huse second by Frederick to approve **Resolution 18-21** Resolution approving Payment No. 1 to Visu-Sewer for the 2017 Milford Sewer CIPP Lining project. This first payment also includes a change order for an additional two hours of storm sewer televising.

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

Peddler permit fees to be filtered through the Milford Commercial Club- Jackie Brevik

Administrator Reinsbach commented two years ago the Commercial Club filtered the peddler permit fees and cut a check back to the city. Last year council was approached by Tim Kinnetz to waive the \$15.00 fee completely due to the Quasquicentennial Celebration for 2017 only. Tim agreed to sponsor and pay for each vendor fee up to 30 vendors and agreed to double the donation and a portion of the proceeds to the parks department for future enhancements to the Florence Park Shelter House. After some discussion there was a motion by Yungbluth second by Huse to funnel the peddler permits through the Milford Commercial Club and allow them to keep the fees this year for advertising. Voting aye: Frederick, Yungbluth, Huse. Abstain: Hinshaw. Motion carried. The council also requested a list of all vendors submitted to the City Clerk's office prior to the vendor/craft show on July 28, 2018

Review and approve annual service proposal and contract for Whelen Outdoor Warning Sirens from Frontline Warning Systems.

Motion by Huse second by Hinshaw to approve service proposal and contract for Whelen Outdoor Warning Sirens from Frontline Warning Systems. All voting aye. Motion carried.

Council to review lighting options and pricing for the former Gressley area

Administrator Reinsbach commented when talking to Eric from MMU she had suggested just replacing 4 lights instead of the 10 that are currently wired in the former Gressley area and get rid of the rest of the poles/fixtures. Council reviewed the lighting option and price to order 4 LED Bollard lights would be \$1845.00. Reinsbach also noted the city is paying the \$50.00 minimum month customer charge and none of the lights have been working. Councilperson Frederick questioned the need for lighting at all in that area. Mayor Anderson agreed that the actual street lighting shines enough light in that area. After further discussion there was a motion by Yungbluth, second by Hinshaw to remove what's left for poles and have the meter pulled. All voting aye. Motion carried. Reinsbach said she would email Eric to inform him of the council decision.

Discussion on having John Wills speak on behalf of the Water Management Authority

Council discussed having Mr. Wills attend another council meeting and felt they would like to see the WMA get more established. Motion by Hinshaw, second by Huse to have Reinsbach reach out to Mr. Wills to come back in November. All voting aye. Motion carried.

Review Ordinance Chapter 75 All- Terrain Vehicles and snowmobiles –discuss times of operation

Councilperson Huse suggested changing the times off operation to allow operation anytime within the City limits of Milford. The current ordinance reads ATV/UTVs shall not be operated anywhere within the City limits of the City of Milford, Iowa after sunset and before 5:30 a.m. The only permitted operation during these hours shall be for routine snow removal or in emergency situations. There were concerns of noise, safety and council would like to get some feedback from Police Chief Bob Clark and the other officers. Yungbluth would like to see how ordinance for ATV/UTV's read for bigger cities like Sioux Falls, SD. No action was taken.

Discussion on donating old public works paint sprayer to Dickinson County Trails

Motion by Yungbluth, second by Hinshaw to donate the sprayer to the Dickinson County Trails. All voting aye: Motion carried. Reinsbach said she would email Erin Reed with the Trails Board.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Administrator Reinsbach informed council the reason we did not have any tobacco violation hearing that were scheduled during the last meeting was because the businesses paid the fines prior to the 5/14/2018 council meeting. Mayor Anderson mentioned that there was a meeting with Okoboji School Superintendent in regards to snow removal a couple of weeks ago it was discussed during that meeting to still try and get a joint meeting scheduled with the schoolboard and city council sometime in June. Councilperson Huse asked if the city was still planning on moving the street light at the corner of Hwy 71 and 13th street close to the former Koth property. Administrator Reinsbach commented due to the cost it was best to wait and possibly consider this during the A34 project that is currently slated for 2023 construction period.

With no other discussion, motion to adjourn by Yungbluth second by Hinshaw at 7:30 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk