

MILFORD CITY COUNCIL  
 REGULAR MEETING  
 MAY 9, 2016  
 6:30 PM

The Milford City Council met in regular session May 9, 2016 at 6:30 p.m. in the East ½ of the Community Center.  
 Mayor Pro Tem John Walters presided.  
 Members present: Jason Simpson, Don Olsen, Mary Kay Rolling, John Walters, and Bill Huse  
 Absent: Mayor Reinsbach

John Walters led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes April 25, 2016 meeting
- Liquor license renewal- Boji Bay Fun House & Pavilion
- The Office Lounge Cigarette/Tobacco license
- Monthly bills as listed below: (approved) and bills paid in vacation

ACCURATE COATS	DEGREASE, ETCH & POWDER	\$139.10
ADVANCED SYSTEMS INC	POLICE DEPT COPIES	\$65.43
AFLAC	AFLAC PRE TAX	\$838.22
ALLIANT ENERGY	SIGN LIGHTING	\$18.17
AMAZON/GEGRB	LIBRARY-DVD'S, SUPPLIES EQUIP	\$455.53
ARNDT, MCINTYRE	TRAVEL REIMBURSEMENT	\$44.62
ARNOLD MOTOR SUPPLY	APRIL INVOICES	\$782.76
ARNOLDS PARK POLICE	SHARED OFFICER	
DEPARTMENT	PAY/BENEFITS	\$4,289.64
ARTHUR J. GALLAGHER & CO	AIRPORT INSURANCE	\$2,249.00
AUMER, BILL	BOARD OF ADJUSTMENT MTG	\$25.00
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$788.28
BECK ENGINEERING INC	MILFORD CITY ENGINEER	\$5,302.01
BERNING, SHELLY	LIBRARY MEETING 5-4-2016	\$25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITIES	\$335.83
BOMGAARS	K-9	\$169.93
BOMGAARS	PARK DEPT SUPPLIES	\$1,533.14
BRINKS CONSULTING	APRIL SERVICES	\$1,006.00
BROWN SUPPLY	PUBLIC WORKS SUPPLIES	\$1,360.57
CARD SERVICES CENTER	FIRE DEPT TRAVEL EXPENSES	\$858.20
CARPENTER, JIM	FIRE DEP- PARKING EXPENSE	\$35.00
CENTRAL STATES SOUTHEAST &	EE HEALTH & WELFARE	\$19,623.50
CHRISTIANS SHEET METAL	CITY HALL SERVICES	\$587.16
CLERK OF DISTRICT COURT	COURT COSTS	\$85.00
COLEMAN, VAUGHN	JANITORIAL SERVICE	\$125.00
COOKINHAM, JEFF	LIBRARY MEETING 5-4-2016	\$25.00
COOPERATIVE ENERGY COMPANY	APRIL INVOICES	\$1,152.81
CUTTING EDGE SALES & SERVICE	PARKS DEPT SUPPLIES	\$748.74
CYBRARIAN CORPORATION	LIBRARY SOFTWAR	\$749.95
DANNATT, MARY	4/6/16 COMM CTR MTG	\$25.00
DANNATT, MARY	5/4/16 COMM CTR MTG	\$25.00
DEKOTER, THOLE, & DAWSON, P.L.	LEGAL SERVICES	\$3,241.80
DICKINSON COUNTY CONSERVATI	GREEN WASTE	\$540.00
DICKINSON COUNTY NEWS	APRIL ADS	\$502.24
DICKINSON COUNTY RECORDER	US CELL TOWER, R WA RECORD	\$64.00
DOTSON, DENNIS	LIBRARY MEETING 5-4-2016	\$25.00
EILERS, KENT	EE CLOTHING ALLOWANCE	\$120.82
FFRS	FIRE DEPT SERVICES	\$758.02
FRANKLIN, ELAINE	LIBRARY MEETING	\$25.00
FRIENDS OF LAKESIDE LAB	LIBRARY PRESENTATION	\$75.00
FUNK, CARRIE	EE CLOTHING ALLOWANCE	\$140.91
GANO, JOANN	LIBRARY MEETING 5-4-2016	\$25.00
GCS TECH INC.	LIBRARY SERVICES	\$75.00
GENERAL DRIVERS UNION	UNION DUES	\$298.00
GRAHAM TIRE COMPANY	PD SERVICES	\$185.38
GREAT AMERICA LEASING CORP.	LIBRARY SERVICES	\$110.43

HANNA, DOUG	FIRE DEPT GAS RECEIPTS	\$147.53
HEMPHILL, LINDA	4/6/16 COMM CTR MTG	\$25.00
HEMPHILL, LINDA	5/4/16 COMM CTR MTG	\$25.00
HOLIDAY INN DES MOINES AIRPOR	TRAINING EXPENSE	\$252.00
HOUGE, LEANN	IMFOA MILEAGE	\$287.28
HUMANE SOCIETY OF NW IOWA	MONTHLY CONTRACT FEE	\$400.00
HUNTRESS DAVID	BOARD OF ADJUSTMENT MTG	\$25.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,171.24
INTERSTATE ALL BATTERY CENTE	FIRE DEPT EQUIPMENT	\$274.87
INTERSTATE INDUSTRIAL INSTR. I	SEWER SUPPLIES	\$245.38
IOWA GREAT LAKES SANITARY DIS	S/SEWER FIX	\$128.50
IOWA ONE CALL	LOCATES	\$38.70
IOWA STATE UNIVERSITY 02	POLICE TRAINING - BOB CLARK	\$60.00
IPERS	IPERS PROTECTN	\$8,833.56
JACKSON SPORTS	PARKS SUPPLIES	\$104.97
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES	\$271.24
JOHN'S TIRE SERVICE	FIRE DEPT SERVICES	\$2,699.12
JONES, SHERRI	BOARD OF ADJUSTMENT MTG	\$25.00
JUNIOR LIBRARY GUILD	LIBRARY SUPPLIES	\$367.20
KEIZER, ROBB	4/6/16 COMM CTR MTG	\$25.00
KEIZER, ROBB	5/4/16 COMM CTR MTG	\$25.00
KIMBALL MIDWEST	PUBLIC WORKS SUPPLIES	\$53.47
KRIS-DAVIS CO.	NEW OUTSIDE LIGHTING	\$1,237.50
LAKES NEWS SHOPPER	LIBRARY HELP WANTED AD	\$62.85
LORENZEN, JASON	BOARD OF ADJUSTMENTS MTG	\$25.00
MAXYIELD COOPERATIVE	PARKS SUPPLIES	\$210.74
MED COMPASS	FIRE/POLICE DEPT SERVICES	\$1,905.00
MENARDS - SPENCER	PARKS SUPPLIES	\$17.98
MID-IOWA SOLID WASTE EQUIPME	JETTER TRUCK	\$310.38
MILFORD COMMERCIAL CLUB	LAKESOPOLY GAME	\$35.00
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	\$333.45
MILFORD MUNICIPAL UTILITY	APRIL UTILITIES	\$8,784.30
NOTEBOOM IMPLEMENT LLC	PARKS SUPPLIES	\$32.12
OKOBOJI TREE SPECIALISTS INC.	STUMP GRINDING	\$525.00
ONE OFFICE SOLUTION	PUBLIC WORKS SUPPLIES	\$84.00
ORTMAN, RICH	4/6/16 COMM CTR MTG	\$25.00
ORTMAN, RICH	5/4/16 COMM CTR MTG	\$25.00
OVERDRIVE INC.	LIBRARY BOOKS	\$123.12
OVERHEAD DOOR SALES	OLD CITY HALL SERVICES	\$97.00
PEDERSON ELECTRIC	LIBRARY SERVICES	\$205.83
PIONEER PRINTING	PD SUPPLIES	\$175.00
PURCHASE POWER	CITY HALL POSTAGE	\$200.00
R & D INDUSTRIES	SERVICE AGRMNT/EQUIPMNT	\$847.49
RADCLIFFE, JESS	TRAVEL REIMBURSEMENT	\$193.00
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
RIVERLAND COMMUNITY COLLEGE	FIRE TRAINING	\$120.00
SCHLEY, CARLA	LIBRARY MEETING 5-4-2016	\$25.00
SECURE BENEFITS SYSTEMS	EE MEDICAL CONTRIBUTIONS	\$352.96
SHAMROCK RECYCLE INC.	APRIL CURBSIDE RECYCLE	\$3,828.96
SHELEY, GEORGIA	BOARD OF ADJUSTMENT MTG	\$25.00
SIEVERS, MARGO	LIBRARY PRESENTATION	\$125.00
SIMPSON JASON	FIRE DEPT SUPPLIES	\$19.99
SMART APPLE MEDIA	LIBRARY BOOKS	\$290.20
SMILE ENTERPRISES	LIBRARY PRESENTATION	\$275.00
SORENSEN, BETH	LIBRARY SUPPLIES	\$41.10
SOS COMPUTER REPAIR	FIRE DEPT SERVICES	\$125.00
STANDAR & POOR'S RATING	ANALYTICAL SERVICES	\$10,500.00
STOREY KENWORTHY	SUPPLIES	\$192.03
SUNSHINE FOODS	LIBRARY SUPPLIES	\$195.09
SUPERIOR EQUIPMENT & RENTAL C	PUBLIC WORKS SUPPLIES	\$73.05
THE ANDERSONS	FIRE DEPT FUEL	\$281.88
THE SHERWIN-WILLIAMS CO.	CROSSWALK/CURB PAINT	\$191.90
TREAS. - STATE OF IOWA	QUARTERLY SALES TAX	\$3,120.00
TREASURER, STATE OF IOWA	STATE TAX	\$2,399.00
TRUE VALUE-MILFORD	APRIL INVOICES	\$999.72
U.S. TOY CO/CONST PLAY	LIBRARY SUPPLIES	\$141.40
ULTRAMAX	PD SUPPLIES	\$1,399.00
UNITED COMMUNITY BANK FOR P	LIBRARY POSTAGE	\$165.98
VAHLSING'S CLEAN SWEEP	FIRE DEPT JANITORIAL	\$220.00
VERIZON WIRELESS	APRIL SERVICES	\$515.57
VIRCO	COMM CTR CHAIRS	\$1,995.50
VOGAL PAINT & WAX CO.	PUBLIC WORKS STREET PAINTI	\$1,356.95

WASTE MANAGEMENT	APRIL LANDFILL FEES	\$8,919.15
WEDEKING PIT & PLANT	DIRT/GRAVEL	\$344.82
WEDEKING, SAM	REMOVAL KOTH BUILDING	\$7,630.00
WITTROCK LAWN SERVICE	MILFORD CEMETERY	\$375.00
WTS MEDIA	LIBRARY SUPPLIES	\$76.18
TOTAL ACCOUNTS PAYABLE		\$134,010.44
PAYROLL CHECKS		\$40,504.91
**** PAID TOTAL ****		\$174,515.35

Paid from the following funds: General Fund: 112,943.81; Road Use Tax: 14,233.68; K-9 Unit: 169.93; Debt Service: 10,500.00; Koth Property: 7,630.00; Sewer Utility: 7,422.30; Garbage Utility: 20,455.63; Storm Water Utility 1,160.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 419,643.35; Road Use Tax: 21,378.06; Employee Benefits: 95,707.52; Hotel/Motel Tax: 19.26; Milford South Industrial Park: 108,655.04; Nature Trails: 33,736.31; Meyer TIF: 6,074.35; Ponds 1 TIF:23,678.28; LMI Fund 37,400.56; K-9 Unit: .68; Debt Service: 82,266.55; 6<sup>th</sup> St. Debt & Service Sinking Fund: 8,933.57; 6<sup>th</sup> St. Debt & Service Reserve Fund: 22.97; Capitol Equipment (LOST) 49.91; Capitol Project TIF Supported: 5.33; Capital Project 2010 St. Project: 2.08; Capital Project Reserve: 222.18; Capitol Project 6<sup>th</sup> St Utility: 1.51; 2012 Street Project: 16.36; Sewer Utility: 25,348.63; Garbage Utility: 22,288.70; Storm Water Utility: 10,076.29; Equipment Revolving: 2.55

## REPORTS

### Board/Commission Reports

Council reviewed April Clerks/Treasurer report, Monthly Expense and Revenue reports, Police and Fire department reports. April minutes from Community Center, Milford Memorial Library, Park Board Dickinson County Landfill Treasurer's report and Commission minutes.

## ACTIONS & DISCUSSION ITEMS

### Iowa Municipal Professional Institute July 18-22, July 25-27

Motion by Olsen second by Huse to allow City Administrator Houge attend the Institute. Ayes: Simpson, Olsen, Rolling, Walters and Huse. Nay: None motion passed

### Resolution approving the write off of certain delinquent utility account

Motion by Olsen second by Huse to approve **Resolution 16-17** approving the write off of certain delinquent utility accounts. Roll Call- Aye: Simpson, Olsen, Rolling, Walters and Huse. Nay: None motion passed.

### Discussion on damaged street light by drive up at United Community Bank

City Administrator Houge informed Council the only damage to the street light by United Community Bank was a cracked based and we need to replace the light and globe, all will be covered by the driver's insurance company.

### Susan Chapman- Ducks located at 511 P Ave

Council talked in great length in regards to the ducks located at 511 P Avenue. Motion by Huse, second by Olsen to table whether the ducks need to be removed from the property until the next meeting and during the interim the ducks can stay. Aye: Simpson, Olsen, Rolling, Walters and Huse.

## COMMENTS BY MAYOR, COUNCIL AND STAFF

Councilman Olsen wanted to know the status of the Solar Farm. City Administrator Houge said we are waiting for the engineering report from the Sanitary District.

Councilman Simpson asked when the conversion will take place with residential garbage pickup. Houge said it will be the second week in July and the pick-up date has been set for Tuesday with Waste Management. Waste Management will be mailing out letters to residents and commercial businesses in the next couple of weeks.

Councilman Walters wanted to know if we are hydro seeding or getting sod for the Koth property and if there was any update on the retaining wall out in South Shore Estates. Houge commented we will be laying sod on the Koth property as soon as it dries up and we have a couple of bids in for the South Shore project. The park board meets on Wednesday and a couple of members from the South Shore Association will be at the meeting to discuss some different options and possibility of cost sharing on the project.

Walters also wanted to know if the residents on Airport Drive had received any documents in regards to obtaining easements to be able to clean out the sewer. Houge tried calling the attorney earlier but he was out of the office and she would check tomorrow. Resident Dennis Koelling who lives on Airport Drive was at the meeting and is very concerned about getting the sewer cleaned out because he had a sewer back up in April and last week he had his sewer line televised and he is going to have problems again. The Council would like to see something done immediately to help

out Mr. Koelling and not wait for the easements due to the situation and are concerned about other residents who live in that area.

With no other discussion, motion to adjourn by Olsen second by Rolling at 7:30 p.m. Motion carried.

Respectfully submitted,

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John Walters, Mayor Pro Tem

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LeAnn Houge, City Administrator/Clerk