

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

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

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

Absent: None

Others present: City Administrator LeAnn Reinsbach, Donald Origer, Andrew Fisher, Kent Eilers, Bob Clark, Bob Shaw, Julie Scheib, Jason Eygabroad, Bill Reinsbach and Bob Kirschbaum

Steve Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes October 22, 2018 council meeting
- Liquor license renewal- Mill Creek Lounge
- Monthly bills as listed below: (approved) and bills paid in vacation

4 EVERGREEN	CITY HALL TREE	\$122.49
AFLAC	AFLAC PRE TAX	\$1,333.68
ALLIANT ENERGY	SIGN UTILITY	\$22.24
ALPHA WIRELESS COMM. CO.	PW VEHICLE MAINT	\$543.00
AMAZON/GEGRB	LIBRARY SUPPLIES	\$265.15
ANDERSON, GILLIAN	PAINT NIGHT/CRAFT REIMBURSE	\$440.19
ARNOLD MOTOR SUPPLY	OCTOBER INVOICES	\$555.83
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,671.85
BECK ENGINEERING INC	H AVE PHASE 3 RECON PRJCT	\$1,470.00
BECK ENGINEERING INC	SEALCOAT/SS ALLEY/CITY SERVI	\$7,088.75
BIRCH	306 Q AVE LIFT STATION	\$59.43
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$135.51
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$275.78
BLACKSTRAP, INC.	ROAD SALT	\$3,887.02
BLACKTOP SERVICES	2018 SEAL COAT PROJECT	\$75,458.58
BLUE LAKES AMMUNITION	PD AMMUNITION	\$625.50
BOCKMAN, MELISSA	AIRPORT BRD MTG 10/18/18	\$25.00
BOMGAARS	PARKS SHOP SUPPLIES	\$108.83
BRINKS CONSULTING	OCTOBER SERVICES	\$494.00
CAMPBELL, STU	LIBRARY BOOKS	\$60.64
CARD SERVICES CENTER	FIRE DEPT CC	\$1,470.87
CARD SERVICES CENTER	MYHRE CLOTHING ALLOWANCE	\$264.96
CARPENTER, JIM	FIRE DEPT LODGING REIMBURSE	\$99.01
CC SCREEN PRINTING	MYHRE CLOTHING ALLOWANCE	\$78.24
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$17,222.40
CERTIFIED TESTING SERVICES INC	ALLEY RECONSTRUCTION 2018	\$2,631.25
CHRISTIANS SHEET METAL	FALL SERVICE	\$500.00
COOKINHAM, JEFF	LIBRARY BRD MTG 11/7/18	\$50.00
COOPERATIVE ENERGY COMPANY	OCTOBER INVOICES	\$3,559.60
CUMMINS CENTRAL POWER	FIRE DEPT GENERATOR INSPECT	\$546.37
DANNATT, MARY	COMM CTR BRD MTG 11/7/18	\$25.00
DEKOTER,THOLE,DAWSON,& ROCK	WOLTERMAN LEGAL	\$1,092.12
DEMCO	LIBRARY SUPPLIES	\$177.65
DENNIS E MERRY	OCTOBER JANITORIAL SERVICES	\$1,700.00
DICKINSON COUNTY CONSERVATION	PUBLIC WORKS GREEN WASTE	\$1,480.00
DICKINSON COUNTY NEWS	OCTOBER PUBLICATIONS	\$950.52
DICKINSON RECORDER	UNION MEMORIAL RECORDING FE	\$47.00
DOTSON, DENNIS	LIBRARY BRD MTG 11/7/18	\$25.00
DUININCK	STREET MAINTENANCE	\$1,493.45
FRANKLIN, ELAINE	LIBRARY BRD MTG 11/7/18	\$25.00
FUNK, CARRIE	IMFOA TRAVEL REIMBURSE	\$216.91
GALE GROUP	LIBRARY BOOKS	\$67.48
GALEN'S PRO-MOW	PW STIHL SAW	\$799.38
GANO, JOANN	LIBRARY BRD MTG 11/7/18	\$25.00
GENERAL DRIVERS UNION	UNION DUES	\$377.00
GRAHAM TIRE COMPANY	TIRES FOR HOSS PD CAR	\$605.64

GREAT AMERICA LEASING CORP.	LIBRARY COPIER	\$110.43
HELLER ENTERPRISES LLC	PARKS BOBCAT AUGER RENT	\$415.00
HEMPHILL, LINDA	COMM CTR BRD MTG 11/7/18	\$25.00
HOLIDAY INN DES MOINES AIRPORT	FUNK IMFOA HOTEL CHARGE	\$201.60
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,210.65
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,554.22
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	\$28.95
IOWA DEPARTMENT OF JUSTICE	POLICE DEPT SERVICE	\$300.00
IOWA DEPARTMENT OF TRANSPORTA	PW SNOW SUPPLIES	\$2,801.92
IOWA GREAT LAKES SANITARY DIST	STORM SEWER REPLACEMENT	\$276.02
IOWA LAKES ELECTRIC COOP	301 PHEASANT LN	\$680.00
IOWA LAKES ELECTRIC COOP	301 PHEASANT LN LGHTING	\$756.00
IPERS	IPERS PROTECTN	\$15,412.59
ISU EXTENSION	LOERTS SPRAY EDUCATION	\$80.00
JAYCOX IMPLEMENT	PW VEHICLE MAINT	\$122.73
JCL SOLUTIONS-JANITORS CLOSET	JANITORIAL SUPPLIES	\$220.74
KILTS, RICK	LIBRARY BRD MTG 11/7/18	\$25.00
KRUSE BUICK GMC	PW VEHICLE MAINT	\$4,435.11
LAKES NEWS SHOPPER	LIBRARY ADS	\$336.60
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$110.86
MCCREA, JIM	COMM CTR BRD MTG 11/7/18	\$25.00
MENARDS - SPENCER	PARKS SUPPLIES	\$860.74
METICULOUS CLEAN	FIRE DEPT JANITORIAL	\$214.00
MID-IOWA SOLID WASTE EQUIPMENT	PW VEHICLE MAINT	\$137.46
MIDWEST FIRE EQUIPMENT & REPAI	FIRE DEPT ANNUAL PUMP SERV	\$1,230.37
MIDWESTERN MECHANICAL INC.	ANNUAL FIRE DEPT INSPECT	\$335.00
MILFORD COMMERCIAL CLUB	18-19 MCC DONATION	\$6,000.00
MILFORD COMMUNICATIONS	FIRE DEPT CABLE/INTERNET	\$730.92
MILFORD MUNICIPAL UTILITY	OCTOBER UTILITIES	\$7,592.18
MILFORD WELL SERVICE	LIFT STATION REPAIR	\$95.00
NWIPDC	FY19 SHIELD 2ND DRAW	\$3,000.00
OFFICE OF AUDITOR OF STAT	AUDIT FILING FEE	\$250.00
ORTMAN, RICH	COMM CTR BRD MTG 11/7/18	\$25.00
PITNEY BOWES	POSTAGE LEASE	\$193.65
PURCHASE POWER	CITY HALL POSTAGE	\$201.00
R & D INDUSTRIES	MANAGED SERVICE AGRMNT	\$774.50
CAMPUS CLEANERS	LIBRARY SERVICE	\$104.15
REINSBACH, LEANN	SAFCO EE VOLUNTEER LUNCH	\$58.17
RICK'S PEST CONTROL	FIRE DEPT SERVICE	\$95.00
SANFORD HEALTH	HEARING SCREENING	\$180.18
SCHULTZ, BECCA	CRAFT REIMBURSEMENT	\$23.25
SECURE BENEFITS SYSTEMS	FSA MEDICAL CONTRIB	\$407.57
SHIELD TECHNOLOGY CORP	PD SOFTWARE	\$1,542.50
STEIN LAW OFFICE	OCTOBER LEGAL SERVICES	\$2,962.03
STEIN, CHRIS	AIRPORT BRD MTG 10/18/18	\$25.00
STOREY KENWORTHY	CITY HALL OFFICE SUPPLIES	\$352.19
SULLIVAN CONCRETE	CURB REPLACEMENT	\$1,500.00
SUNSHINE FOODS	LIBRARY CHARGES	\$63.13
TD TOOLS	PW SHOP SUPPLIES	\$546.03
THE SIOUX CITY JOURNAL	LIBRARY SUBSCRIPTION	\$472.00
TREAS. - STATE OF IOWA	QTRLY SEWER/SSEWERS SALES	\$2,119.00
TREASURER, STATE OF IOWA	STATE TAX	\$4,085.00
TRUE VALUE-MILFORD	OCTOBER INVOICES	\$293.37
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$318.69
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$192.93
UNITED COMMUNITY BANK FOR PET	LIBRARY POSTAGE	\$167.86
VERIZON WIRELESS	CELL PHONE/LAPTOP CHARGES	\$482.45
WEDEKING PIT & PLANT	STREET MAINT/SNOW	\$1,272.09
WINTER STAVE & CO. LLP	FNL BILLING FY18 AUDIT	\$3,130.00
WITTRUCK LAWN SERVICE	CEMETARY MOW/FILL/SEED	\$434.50
WORKMAN, MIKE	AIRPORT BRD MTG 10/18/18	\$25.00
TOTAL ACCOUNTS PAYABLE		\$213,793.65
PAYROLL CHECKS		\$42,522.17
**** PAID TOTAL ****		\$256,315.82

Paid from the following funds: General Fund: 104,386.62; Road Use Tax: 37,088.97; Employee Benefits: 14,407.20; Hotel/Motel Tax: 81,578.58 Capitol Equipment LOST: 7,221.25; Capitol Project Reserve: 99.01; H Ave project: 1470.00; Sewer Utility Fund: 8,380.17; Storm Water Utility Fund: 1,684.02

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 399,335.84; Road Use Tax: 25,976.09; Employee Benefits: 121,483.28; Hotel/Motel Tax: 222.60; TIF: 229,233.63; LMI Fund: 1,446.87; Debt Service: 94,995.00; Capitol Equipment (LOST) 49,874.95; Capital Project Reserve: 2,893.74; Sewer Utility: 29,724.63; Garbage Utility: 887.89; Storm Water Utility: 9,950.88

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

Council reviewed the October Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Fire, Police reports. September minutes from Airport Commission, Community Center, Park Board, and Library along with November events, Dickinson County Sanitary Landfill Commission September minutes.

PUBLIC HEARING

Public hearing on amending the zoning ordinances of the City of Milford, Iowa 2011 by amending Article XVI sign regulations at 6:30 p.m.

Mayor Anderson opened the meeting at 6:32p.m. There were no written comments received at the City Clerk's office. Bill Reinsbach expressed his concern in regards to signs sitting in the ROW on the south side of the Catholic Church along A34 and in front of Nattress Auction along Highway 71 and also cautioned council in regards to circumventing the city laws based on reading past minutes. With no other comments from the public Mayor Anderson closed the public hearing was at 6:34 p.m.

ACTION & DISCUSSION ITEMS

Ordinance amending zoning ordinances of the City of Milford, Iowa 2011 by amending Article XVI Sign Regulations First consideration on Ordinance amending zoning ordinances of the City of Milford, Iowa 2011 by amending Article XVI Sign Regulations

City Administrator Reinsbach asked council if they had any comments or questions in regards to the amendment changes, with no comments she went over the changes individually. Council person Hinshaw asked if the amendment to the ordinance solely reflect that signs are not to be in the ROW. Mayor Anderson addressed by stating according to current zoning no signs are permitted in any city/DOT ROW. Zoning Administrator Don Brinkley talked about the temporary sign permit that was included in council packets and explained by doing a permit it would tell him where the signs would go and the rules and regulations that need to be followed. Don also commented the temporary sign permit be would good for a year from approved date. Reinsbach addressed another change in the ordinance that pertained to the City Administrator or Zoning Administrator having authority to waive permit fees and relayed a message from our legal counsel this could potentially become an issue. There was discussion on fees in general in regards to a normal sign permit and a temporary sign permit and it was suggested to table the ordinance until City Attorney be present. Reinsbach noted if we do this we will have to set up another public hearing, notice to the paper etc. After much discussion motion by Yungbluth second by Huse to approve the first consideration with the recommend change of deleting the section that pertains to the permit fees being waived by the City or Zoning Administrator. Roll call vote: Voting aye: Hinshaw, Frederick, Yungbluth and Huse. Nay: Olsen Motion carried. Hinshaw asked that the city attorney be present at the next meeting.

Consider waiving the second and third reading and passage of Ordinance amending zoning ordinances of the City of Milford, Iowa 2011 by amending Article XVI Sign Regulations

Motion by Hinshaw second by Frederick to consider the second consideration during the next council meeting. Roll call vote: Voting aye: Hinshaw, Olsen, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Sidewalk reimbursement- Don Origer 1501 J Avenue

City Administrator Reinsbach noted Don came in and asked for reimbursement for his sidewalk. I told him based on another claim during the September 20th wind storm ICAP denied the claim but I would put on agenda for council discussion. Don said the windstorm took out a tree in the city ROW and damage 16 feet of his sidewalk and is asking at least half in not full reimbursement of \$500.00. Councilman Frederick thinks it should be turned into our insurance. Motion by Yungbluth second by Olsen to file a claim with our ICAP. All voting aye: Motion carried.

Council to hear from Andrew Fisher of the Bedell Family YMCA on funding request

Andrew Fisher thanked the council for previous funding. In the past the City of Milford has supported programs for kids. Fisher explained there are others options for funding, general operations geared towards the Milford facility or continue supporting kids programs. Reinsbach asked for some sort of dollar figure. The council discussed and Hinshaw suggested council give Andrew some direction on either facilities or programs. Mayor Anderson commented

a lot of the programs are tied to school programs. Council directed Fisher to put together a request to include both equipment and programs and bring information back for review.

Council to hear from Bob Shaw and Julie Scheib with Discovery House on funding request

Julie Scheib thanked the council for their continued support and reviewed the resident statistics for the past year and the budget. Bob noted out of 15 communities the City of Milford ranks #5 and also talked about the Daniel's House which is a transitional housing facility. Council will review during budget discussions, not action was taken.

Approve a Utility Permit from ITC Holdings Corp

City Administrator noted the utility permit will link a fiber optic cable between substations to provide network to monitor substations. Motion by Yungbluth second by Huse to approve Utility permit from ITC Holdings Corp. All voting aye. Motion carried.

Appointment of Library board member

Mayor Anderson recommended the appointment of Michele Shortley to the Milford Library Board of Trustees. Motion by Olsen second by Huse to approve the recommendation made by Anderson. All voting aye. Motion carried.

Resolution authorizing the destruction of obsolete records in accordance with the Iowa League of Cities Records retention policy and all applicable Iowa Laws

Motion by Hinshaw second by Yungbluth to approve **Resolution 18-53** Resolution authorizing the destruction of obsolete records in accordance with the Iowa League of Cities Records retention policy and all applicable Iowa Laws Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution accepting work completed/accomplished through October 27, 2018 and approving Payment No. 1 on 2018 City of Milford Alley Reconstruction project.

Jason with Beck Engineering gave a recap of the project. Jason talked about the seeding retainage. The plan is to put down a dormant seed and if it doesn't come up the company is required to reseed until at least 70% coverage. Motion by Olsen second by Yungbluth to approve **Resolution 18-54** Resolution accepting work completed/accomplished through October 27, 2018 and approving Payment No. 1 on 2018 City of Milford Alley Reconstruction project Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Resolution approving easement assignment/use

Motion by Yungbluth second by Hinshaw to approve **Resolution 18-55** Resolution approving easement assignment/use Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried

Council to hear from Bob Kirschbaum with Pearson Lakes Art Center on funding request

Executive Director Bob Kirschbaum went over programs dealing with preschoolers. Bob is requesting \$3000.00 in funding this year. Council will review during budget discussion, not action was taken.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach noted that Great Lakes Communications came up with an alternate route and will not be digging in easement on the north side of the runway. Reinsbach also noted she met with Todd Abrahamson, David Vonk, Julie Johnson, Brad Beck and Dave Stein on previous parking issues and plans to bring this in front of the Planning and Zoning Commission during the regular scheduled meeting on November 15th and get a recommendation to council. Hinshaw asked Reinsbach to share the ITC permit with Eric at MMU. Councilman Huse expressed concern and questioned if Kent Simonson got permission to put equipment on the city alley west of where he is putting up his new house and wanted to make sure the alley is brought back to the original condition when finished. Mayor Anderson spoke to council about trying to incorporate storm water retainage area as part of the final phase of H Avenue. The general consensus from the council is that it would be a good idea and asked Jason with Beck to bring back estimates for formal action. The subject came up in regards to how the city will address working with residents getting in and out of their homes during this project. Reinsbach noted in past projects the city has had informational public meetings with residents in the project area to hear their concerns. Councilman Yungbluth asked about clothing allowance for the police department and asked to have this on an upcoming agenda to discuss. Reinsbach said she would do this but wanted to make sure council understands nothing can be changed until the union contract expires in 2020. With no other discussion, motion to adjourn by Yungbluth second by Olsen at 8:16 p.m. All voting aye: Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk