

MILFORD CITY COUNCIL  
 REGULAR MEETING  
 NOVEMBER 13, 2017  
 6:30 PM

The Milford City Council met in regular session November 13, 2017 at 6:30 p.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

Others present: Kent Eilers, Bob Clark, Attorney Harold Dawson, Emil Richter, Kevin Frodermann, LeRoy Koep, Andy Yungbluth, Holly Zinn, Don Brinkley, Steve Anderson and Doug Frederick

Bill Reinsbach led the Pledge of Allegiance.

Motion by Simpson second by Rolling to approve the agenda. All voting aye: Motion carried.

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

Items on the Consent Agenda were as follows:

- Minutes October 23, 2017 meeting
- Liquor license renewal for MillCreek Lounge
- Residential tax abatement- Donald & LeeAnn Reetz
- Monthly bills as listed below: (approved) and bills paid in vacation

ADVANCED SYSTEMS INC	FIRE DEPT COPIER	\$85.70
AFLAC	AFLAC PRE TAX	\$1,024.11
ALLIANT ENERGY	SIGN LIGHTING	\$22.55
ALPHA WIRELESS COMM. CO.	REMOTE SPEAKER/CASE	\$167.00
AMAZON/GECRB	SUPPLIES.DVD'S	\$194.98
ANDERSON, GILLIAN	TRAVEL AND BUSINESS EXP	\$342.47
ARNOLD MOTOR SUPPLY	SUPPLIES	\$1,046.92
BAKER & TAYLOR INC.	BOOKS	\$956.14
BARCO MUNICIPAL PROD. INC	SHOP SUPPLIES	\$198.84
BECK ENGINEERING INC	H AVE PHASE 3 SANITARY SEWER	\$13,085.00
BECK ENGINEERING INC	2017 CITY ENGINEER	\$8,011.25
BERNING, SHELLY	LIBRARY BOARD MTG 11/1/2017	\$25.00
BIRCH	OCTOBER SERVICES	\$58.68
BLACK HILLS ENERGY	UTILITIES FIRE DEPT	\$237.33
BLUE LAKES AMMUNITION	SUPPLIES	\$400.00
BOHLMANN	TRASH RECEPTABLES-KIWANIS	\$865.00
BOJI WELDING AND SERVICES	REAPIR SEWER CUTTING HEAD	\$190.00
BOMGAARS	PARK SUPPLIES	\$996.70
BOUND TREE MEDICAL LLC	FIRE DEPT SERVICE	\$27.09
BRINKS CONSULTING	OCTOBER INVOICES	\$150.50
CARD SERVICES CENTER	FD TRAINING/SUPPLIES	\$505.39
CENGAGE LEARNING	BOOKS	\$33.74
CENTER POINT LARGE PRINT	BOOKS	\$1,653.84
CENTRAL STATES SOUTHEAST & SOU	EE HEALTH INSURANCE	\$16,677.00
CERTIFIED TESTING SERVICES INC	CYLINDER TESTING	\$90.00
CHRISTIANS SHEET METAL	COMMUNITY CTR REPAIR	\$151.67
CINTAS	SUPPLIES	\$43.00
COOKINHAM, JEFF	LIBRARY BOARD MTG 11/1/2017	\$25.00
COOPERATIVE ENERGY COMPANY	SEPTEMBER INVOICES	\$2,133.94
COOPERATIVE ENERGY COMPANY	OCTOBER INVOICES	\$2,533.12
CUMMINS CENTRAL POWER	FIRE DEPT REPAIRS	\$975.38
CUTTING EDGE SALES & SERVICE	GASKET	\$4.50
DANBOM, JERRY	HANGER RENT REIMBURSEMENT	\$39.99
DANKO EMERGENCY EQUIPMENT CO	FIRE DEPT REPAIRS	\$526.40
DANNATT, MARY	COMMUNITY CTR MTG 11/1/2017	\$25.00
DATA TECHNOLOGIES INC.	LICENSE/TECH SUPPORT	\$3,166.05
DEKOTER,THOLE,DAWSON,& ROCKM	MISC LEGAL	\$1,949.45
DENNIS E MERRY	OCTOBER SERVICES	\$1,700.00
DEWEYS UPHOLSTERY	PD CAR SEAT REPAIR	\$380.00
DICKINSON COUNTY CONSERVATION	OCTOBER INVOICES	\$1,020.00
DICKINSON COUNTY NEWS	OPT PUBLICATIONS	\$676.12
DICKINSON COUNTY RECORDER	RECORD FEES 17-47	\$12.00
DORSEY & WHITNEY LLP	17-19 SRF SEWER IMPROVE FINA	\$3,000.00

DOTSON, DENNIS	LIBRARY BOARD MTG 11/1/2017	\$25.00
DUBOIS, DAVID	MTG 10/31/2017	\$25.00
DUININCK	STREET REPAIR	\$558.01
FRANKLIN, ELAINE	LIBRARY BOARD MTG 11/1/2017	\$25.00
FUNK, CARRIE	TRAVEL EXPENSE	\$223.63
GENERAL DRIVERS UNION	DUES	\$310.00
GREAT AMERICA LEASING CORP.	EQUIPMENT PYMT	\$110.43
GUNS GALORE	SUPPLIES	\$200.00
H.E.A.T. TACTICAL TEAM	HEAT DUES 2017-18	\$1,170.00
HELLER ENTERPRISES LLC	RENTAL AIR COMPRESSOR PARKS	\$160.00
HEMPHILL, LINDA	COMMUNITY CTR MTG 11/1/2017	\$25.00
HOLIDAY INN DES MOINES AIRPORT	MTG EXPENSE	\$285.60
HULSTEIN EXCAVATING, INC.	ALLEY RECON WORK THRU 9/30/1	\$61,656.99
IAFC MEMBERSHIP	FIRE DEPT MEMBERSHIP	\$234.00
INDEPENDENT SALT COMPANY	SUPPLIES-ROAD SALT	\$1,620.68
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$7,882.97
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,714.37
IOWA DIVISION OF LABOR SERVICE	FIRE DEPT BOILER INSPECT	\$120.00
IOWA ONE CALL	SEPT LOCATES	\$58.50
IOWA STATE UNIV EXTENSION & OUIPERS	LOERTS-CLASS	\$45.00
JCL SOLUTIONS-JANITORS CLOSET	IPERS PROTECTN	\$15,265.68
KAPP'S FIRE EQUIP. & SERV.	SUPPLIES	\$274.22
KIESLER'S POLICE SUPPLY	CITY INSPECT SERVICES	\$273.50
KILTS, RICK	PD SUPPLIES	\$2,823.00
LAKES NEWS SHOPPER	LIBRARY BOARD MTG 11/1/2017	\$25.00
LANGHOLZ, SHANE	OCTOBER INVOICES	\$363.50
M & T FIRE AND SAFETY	TRAINING TRAVEL/FOOD REIMBU	\$200.50
MAXYIELD COOPERATIVE	FIRE DEPT SUPPLIES	\$4,454.00
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$163.74
MCCREA, JIM	FIRE DEPT FUEL	\$124.19
MENARDS - SPENCER	COMMUNITY CTR MTG 11/1/2017	\$25.00
METICULOUS CLEAN	SUPPLIES	\$121.16
MID-AMERICAN RESEARCH CHEMICAL	FIRE DEPT JANITORIAL	\$150.00
MID-IOWA SOLID WASTE EQUIPMENT	SUPPLIES	\$48.50
MIDAMERICA BOOKS	SUPPLIES SEWER TRUCK	\$26.07
MIDWEST FIRE EQUIPMENT & REPAIR	BOOKS	\$242.49
MIDWESTERN MECHANICAL INC.	FIRE DEPT SUPPLIES	\$1,691.77
MILFORD COMMERCIAL CLUB	FIRE DEPT INSPECT & TEST	\$335.00
MILFORD COMMUNICATIONS	FY 2017-2018	\$6,000.00
MILFORD ELECTRIC INC.	FIRE DEPT SERVICES	\$714.64
MILFORD FAMILY CARE	REPAIRS LIFT STATION	\$1,183.80
MILFORD MUNICIPAL UTILITY	EE PREEMPLOY TEST	\$350.00
MILFORD MUNICIPAL UTILITY	SEPTEMBER INVOICES	\$8,334.35
MINCER, JEFF	UTILITIES	\$8,282.76
MYHRE, MATT	REPAIRS	\$70.21
NELSON, WANDA	MTG EXP 10/15-18/2017	\$54.26
NORTHWEST IA. PLAN.&DEV.	P&Z MTG 9/21/2017 REISSUE	\$25.00
OFFICE OF AUDITOR OF STATE	CPR/AED	\$57.00
ORTMAN, RICH	AUDITING/ACCOUNTING	\$425.00
PITNEY BOWES	COMMUNITY CTR MTG 11/1/2017	\$25.00
POWERS, DARLENE	POSTAGE	\$394.65
QUILL	MEETING EXPENSE	\$87.20
R & D INDUSTRIES	SUPPLIES	\$57.28
CAMPUS CLEANERS	TECHNOLOGY SERVICES	\$774.50
RICE REPAIR	COMMERCIAL LAUNDRY	\$122.15
RICK'S PEST CONTROL	REPAIRS	\$120.00
SANDRY FIRE SUPPLY	PEST CONTROL	\$95.00
SANFORD HEALTH	FIRE DEPT SUPPLIES	\$3,518.30
SCHLEY, CARLA	AUDIOLOGY	\$90.00
SECURE BENEFITS SYSTEMS	LIBRARY BOARD MTG 11/1/2017	\$25.00
SERVICE MASTER BY RICE	EE FSA CONTRIBUTIONS	\$229.50
SHAMROCK RECYCLE INC.	LIBRARY MAINTENANCE	\$1,008.00
SHAMROCK RECYCLE INC.	CURBSIDE RECYCLE	\$3,828.96
SHIELD TECHNOLOGY CORP	RECYCLING	\$3,828.56
SIBLEY SHEET METAL INC	TECHNOLOGY	\$1,542.50
SIMMERING CORY IA CODE	FURNANCE REPAIR	\$468.26
SIoux SALES COMPANY	OCTOBER SUPPLEMENT	\$180.00
STEIN, CHRIS	PD CLOTHING	\$38.95
STOREY KENWORTHY	MTG 10/31/2017	\$25.00
SUNSHINE FOODS	OFFICE SUPPLIES	\$35.62
SUPERIOR EQUIPMENT & RENTAL CO	SUPPLIES	\$30.68
	RENTAL CITY HALL DRIVEWAY	\$494.83

TREAS. - STATE OF IOWA	QTRRLY SALES TAX SEWER/SSEW	\$2,364.00
TREASURER, STATE OF IOWA	STATE TAX	\$4,357.00
TRI STATE PAVING	ASPHALT ALLEY PROJECT	\$6,228.52
TRUE VALUE-MILFORD	OCTOBER INVOICES	\$563.73
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.52
ULTRAMAX	PD SUPPLIES	\$608.98
UNITED COMMUNITY BANK FOR PE	POSTAGE	\$133.16
UNITY POINT CLINIC-OCCUPATIONA	TESTING	\$37.00
VERIZON WIRELESS	TELEPHONE	\$495.46
WASTE MANAGEMENT	OCTOBER SERVICES	\$14,286.49
WEDEKING PIT & PLANT	GRAVEL SALT SAND MIX PEAROCK	\$908.37
WHIPPLE, SIERRA	COMM CTR RENT CXL REFUND	\$300.00
WITTRUCK LAWN SERVICE	MOW/WEED CONTROL/FERT	\$2,150.00
WORKMAN, MIKE	MTG 10/31/2017	\$25.00
TOTAL ACCOUNTS PAYABLE		\$251,649.54
PAYROLL CHECKS		\$42,644.02
**** PAID TOTAL ****		\$294,293.56

Paid from the following funds: General Fund: 126,719.30; Road Use Tax: 24,805.89; Employee Benefits: 13,790.59; Hotel/Motel: 6,000.00; Police Forfeiture: 2,823.00; Capital Equipment/Project (LOST): 68,487.86; H Avenue project: 16,085.00; Sewer Utility Fund: 10,993.93; Garbage Utility: 23,363.99; Storm Water Utility Fund: 1,224.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 458,571.75; Road Use Tax: 24,910.22; Employee Benefits: 126,924.61; Hotel/Motel Tax: 82.98; TIF: 250,268.05; LMI Fund: 539.38 K-9: .88; Debt Service: 100,447.97; Capitol Equipment (LOST): 20,693.03; Capital Project Reserve: 1,078.75; H Ave Project: 10,350.00; Sewer Utility: 28,263.52; Garbage Utility: 17,901.16; Storm Water Utility: 9,641.55

### CITIZEN OPPORTUNITY FOR COMMENT

#### REPORTS

##### Board/Commission Reports

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

#### ACTION & DISCUSSION ITEMS

##### Update on Lakes Extrication Unit- Kevin Frodermann/Emil Richter

Kevin Frodermann explained they are running about \$80,000 short in funding to upgrade the current extrication unit. They are asking for \$10,000 to be considered during next budget season. Mayor Reinsbach asked if they had received any grant money. Frodermann said they have applied for three and so far have only heard back from the Dickinson County Endowment Fund which has agreed to allocate \$10,000 to the Milford Fire Department. No action was taken.

##### Approve quote from Sandry Fire Supply-new air packs for Milford Fire Department

Motion by Walters, second by Rolling to approve the quote from Sandry Fire Supply in the amount of \$149,702.70 for air packs. All voting aye. Motion carried

##### Review police car bid and discuss police car purchase

Motion by Olsen second by Simpson to approve the bid amount of \$25,478 from Don Pierson Ford and to move forward with the purchase of police car. All voting aye. Motion carried

##### Approve Annual Urban Renewal Report

Motion by Olsen, second by Walters to approve Annual Urban Renewal Report. All voting aye: Motion carried

##### Mayor's appointment to the MMU Board of Trustees

Mayor Reinsbach recommended the appointment of Suzanne Prunty to the Milford Municipal Board of Trustees. Motion by Olsen second by Huse to approve the recommendation made by Reinsbach. All voting aye: Motion carried

##### Resolution amending the flexible benefit plan unreimbursed medical limits

Motion by Olsen second by Simpson to approve **Resolution 17-54** Resolution amending the flexible benefit plan unreimbursed medical limits. Roll call vote. Voting aye: Olsen, Simpson, Rolling, Walters and Huse. Nay: None. Motion carried

##### Resolution setting Assistant police chief compensation

Motion by Olsen second by Rolling to approve **Resolution 17-55** setting Assistant police chief compensation

Roll call vote. Voting aye: Olsen, Simpson, Rolling, Walters and Huse. Nay: None. Motion carried

Resolution accepting the 2016 City of Milford Sanitary and Storm Sewer Rehabilitation CIPP lining project and approving application for payment No. 2 final payout to Hydro-Klean, L.L.C.

Motion by Olsen second by Walters to approve **Resolution 17-56** Resolution accepting the 2016 City of Milford Sanitary and Storm Sewer Rehabilitation CIPP lining project and approving application for payment No. 2 final payout to Hydro-Klean, L.L.C.

Roll call vote. Voting aye: Olsen, Simpson, Rolling, Walters and Huse. Nay: None. Motion carried

Resolution accepting the 2017 City of Milford Alley Reconstruction project and approving application for payment No. 2 final payout to Hulstein Excavating, Inc.

Motion by Huse second by Walters to approve **Resolution 17-57** Resolution accepting the 2017 City of Milford Alley Reconstruction project and approving application for payment No. 2 final payout to Hulstein Excavating, Inc

Roll call vote. Voting aye: Olsen, Simpson, Rolling, Walters and Huse. Nay: None. 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 Walters second by Olsen to approve **Resolution 17-58** 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, Simpson, Rolling, Walters and Huse. Nay: None. Motion carried

Okoboji after prom 2018 donation

Council reviewed a request from the Okoboji after prom committee for a donation. There was some discussion in regards to the funding request serving a public purpose. Council felt the request benefits certain parties of the community and also promotes good will. Motion by Olsen, second by Simpson to donate \$100.00 to be paid from the hotel/motel tax revenue. All voting aye. Motion carried.

Discuss changing the date for normal December 25, 2017 council meeting

Mayor Reinsbach discussed with the council that Christmas Day is the 4<sup>th</sup> Monday of the month and would be our normal second meeting and recommended moving the council meeting to Tuesday December 26<sup>th</sup>, 2017. Motion by Walters second by Simpson to move the December 25<sup>th</sup>, 2017 council meeting to Tuesday December 26<sup>th</sup>, 2017. All voting aye. Motion carried.

Discussion on selling lot west of Scoreboard

City Administrator Reinsbach reached out to two local real estate agents that suggested fair market value of \$1000. Council felt they would go through the sealed bid process like what was previously done when the city sold the property at 903 Okoboji Ave. Attorney Harold Dawson said if this is the route council choses to go we would need to draft up a resolution outlaying the terms and set up a public notice for the next council meeting. Motion by Olsen, second by Walters to authorize city attorney to start documentation process starting with a sealed bid of \$1000. All voting aye: Motion carried.

Pearson Lakes Art Center funding request- Bob Kirschbaum

Holly Zinn was in attendance instead of Bob Kirschbaum as he had to attend another meeting. Zinn went over the activities that take place and also explained they added four new programs this year. The Lakes Art Center is requesting \$3000.00 in funding this year. No action was taken.

“Closed session, pursuant to Chapter 21.5(1)(a) and Chapter 11.42 of the Code of Iowa requiring Confidentiality, to review responses to reaudit”

Motion by Huse second by Walters to go into closed session to review responses to reaudit. Aye: Olsen, Simpson, Rolling, Walters, and Huse. Nay: None. Motion carried. Council went into closed session at 7:04 p.m. Pursuant to Chapter 21.5(1)(a) and Chapter 11.42 of the Code of Iowa requiring Confidentiality, to review responses to reaudit”

Councilmember Huse made a motion to come out of closed session at 7:47 and Councilmember Simpson seconded the motion. Aye: Olsen, Simpson, Rolling, Walters, and Huse. Nay: None. Motion carried.

Motion by Huse second by Walters to approve reaudit responses. Aye: Olsen, Simpson, Rolling, Walters and Huse. Nay: None Motion carried.

**COMMENTS BY MAYOR, COUNCIL, AND STAFF**

With no other discussion, motion to adjourn by Olsen second by Huse at 7:50 p.m. All voting aye: Motion carried.

Respectfully submitted,

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Bill Reinsbach, Mayor

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LeAnn Reinsbach, City Administrator/Clerk