

MILFORD CITY COUNCIL  
REGULAR MEETING  
NOVEMBER 26, 2018  
6:30 PM

The Milford City Council met in regular session November 26, 2018 at 6:30 p.m. in the Community Center Board Room

Mayor Steve Anderson presided.

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

Absent: None

Others present: City Administrator LeAnn Reinsbach, City Attorney David Stein, Andrew Fisher, Steve Schwaller, Russ Mitchell, Don Brinkley, Kirb Walters, Tom Larson, Justin Bouse, Sue Richter, and Emil Richter  
Steve Anderson led the Pledge of Allegiance.

City Attorney David Stein had to leave by 7:30, Mayor Anderson asked to move item #12 up to #3. Motion by Olsen second by Huse to approve the amended agenda as stated. All voting aye: Motion carried.

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

Items on the Consent Agenda were as follows:

- Minutes November 12, 2018 council meeting

### **CITIZEN OPPORTUNITY FOR COMMENT**

#### **ACTION & DISCUSSION ITEMS**

##### Council to hear from Lakes Area Hockey Association on funding request

City Administrator Reinsbach noted she had received an email from Lakes Area Hockey Association Treasurer Sharon Hoerichs they will not be attending and plan to reschedule at a later date.

##### Council to hear from Andrew Fisher follow up on funding request

During the November 12, 2018 council meeting it was asked that Andrew compile information for YMCA funding. Andrew is asking for \$15,000 in funding for programming and equipment for the Milford YMCA location. Council will review during budget discussions, no action was taken.

##### Discussion and possible approval of closing 10<sup>th</sup> St. from Hwy 71 west to police station November 30<sup>th</sup> from 5-8 for Holiday Fantasy

Administrator Reinsbach noted she had a conversation with Police Chief Bob Clark in regards to closing down a portion of 10<sup>th</sup> Street in conjunction with Holiday Fantasy parade and other events that evening. Motion by Yungbluth second by Olsen to close 10<sup>th</sup> St. from Hwy 71 west to police station from 5-8 on November 30<sup>th</sup>. All voting aye: Motion carried.

##### Okoboji after prom 2019 donation

Motion by Olsen, second by Huse to donate \$100.00 to be paid from the hotel/motel tax revenue. All voting aye: Motion carried.

##### Discussion on council meeting December 24<sup>th</sup> (Christmas Eve) and close office at noon

Administrator Reinsbach noted the regular meeting is scheduled on December 24<sup>th</sup> which is Christmas Eve and also asked about closing at noon that day for office/city staff. After some discussion there was a motion by Olsen, second by Huse to be closed on Monday December 24<sup>th</sup> and move the council meeting to Wednesday December 26<sup>th</sup>.

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

Mayor Anderson recommended the reappointment of Wanda Nelson to the Milford Municipal Board of Trustees. Motion by Olsen second by Huse to approve the recommendation made by Anderson. All voting aye: Motion carried.

##### Approve Hold Harmless agreement between City of Milford and Lucille Mae, LLC.

Motion by Hinshaw second by Yungbluth to approve Hold Harmless agreement between the City of Milford and Lucille Mae, LLC. All voting aye: Motion carried.

##### Resolution Adopting Tax Increment Financing (TIF) Indebtedness Certification to the Dickinson County Auditor

Motion by Hinshaw second by Yungbluth to approve **Resolution 18-56** Resolution Adopting Tax Increment Financing (TIF) Indebtedness Certification to the Dickinson County Auditor. Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution establishing a policy for making retention payments for city employees

Motion by Yungbluth second by Frederick to approve **Resolution 18-57** Resolution establishing a policy for making retention payments for city employees. Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution dedicating city property as a park

Motion by Yungbluth second by Olsen to approve **Resolution 18-58** Resolution dedicating city property as a park. Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

Resolution amending the flexible benefit plan unreimbursed medical limits

Motion by Hinshaw second by Huse to approve **Resolution 18-59** Resolution amending the flexible benefit plan unreimbursed medical limits. Roll call vote. Voting aye: Olsen, Hinshaw, Frederick, Yungbluth and Huse. Nay: None. Motion carried.

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

Mayor Anderson gave a recap on the changes to the sign ordinance in relation to the Department of Transportation and signs sitting in R-O-W and discussed the permitting process for temporary signs for local community events and/or accomplishments. The information on the permit would include the size and placement of temporary signs and inscription of what the sign would say. One would also need to get permission from the property owner. Once reviewed and signed off by the Zoning Administrator the permit would be good for one year with fees being waived. The current zoning ordinance has a maximum of 32 sq. ft. in size which raised concern because there is one 10x10 sign that Emil Richter occasionally put up that relates to the Okoboji High School students wishing them "Good luck at state". Zoning Administrator Don Brinkley voiced his concern in regards to the DOT defines a special event as a "temporary advertising device, not larger than 32 sq. ft. in area, erected for the purpose of notifying the public on noncommercial community events, included but limited to fairs, centennials, festivals, and celebrations open to the general public and sponsored or approved by a city, county, or school district" Special events may be erected on private property, with the owner's consent, no more than 60 days prior to the date of the special event. Special event signs must be removed no later than 24 hours after the end of the event and Iowa Department of Transportation approval is not required to erect a special event sign that meets the general prohibitions and criteria listed above. Councilman Huse asked if the council could do something specific to just the school sign because the rest of the smaller diamond shaped signs fall with the size requirements. City Attorney Dave Stein stated you can either pass the second reading and refer back to Planning and Zoning to come back with a recommendation or you can table the ordinance but still would recommend going back through Planning and Zoning. City Administrator Reinsbach noted if this does go back to Planning and Zoning it will take a couple of months before it would come back to council due to public hearing requirements and also commented the concern from P&Z Commission was the size, location and visibility. Mayor Anderson suggested that someone from the DOT attend a future meeting to explain rules and regulations in regards to signs. Motion by Olsen second by Huse to table ordinance and have the Planning & Zoning commission consider changes on the 100 sq. foot sign. Voting aye: Olsen, Frederick and Huse. Nay: Hinshaw and Yungbluth. Motion carried.

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

Councilman Yungbluth said he had a conversation with Assistant Police Chief Matt Myhre in regards to the clothing allowance. The union steward spoke with their attorney and stated that we can do anything above and beyond what is stated in the contract if approved by council. City Administrator Reinsbach commented she would like to see this in writing and would then forward to the city attorney. Reinsbach also noted she had two meetings on November 5<sup>th</sup> with the Infrastructure and Finance Committee in regards to possible street projects to consider this spring since we are not in the garbage business. The consensus was to have Beck Engineering give us an update on milling with an overlay on Hill Drive and start the survey process. Reinsbach also noted she is working with Police Chief Bob Clark on getting documentation together to submit a grant with ICAP in the amount of \$1000.00 for a new bullet proof vest. With no other discussion, motion to adjourn by Olsen second by Frederick at 7:35 p.m. All voting aye: Motion carried.

Respectfully submitted,

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Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk