

MILFORD CITY COUNCIL
 JOINT MMU MEETING
 NOVEMBER 9, 2020
 6:15 PM

The Milford City Council met in regular session November 9, 2020 at 6:15 p.m. in the Community Center Board Room.

Iowa Code Section 21.4 requires that each Council meeting shall be held at a place reasonably accessible to the public and at a time reasonably convenient to the public, unless for good cause such a place or time is impossible or impracticable. Given the Governor's prohibition on gatherings of ten or more persons during the COVID19 outbreak and further given Section Nine of the Governor's March 19, 2020 proclamation suspending the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, the City Council has determined that a meeting at a physical place is impossible or impracticable and all Council meetings for the time being will be conducted electronically with the public allowed to attend per the instructions on this agenda. Meeting minutes will continue to be provided per the City's normal course of business. The agenda and the City's website had this message posted more than 24 hours in advance to give instructions on how others could participate in the meeting.

Mayor Steve Anderson presided.

Members present: Chris Hinshaw, Aaron Gebhart, Andy Yungbluth, Jason Eckard and meeting electronically Doug Frederick

Absent: None.

Others present: Mayor Steve Anderson, Deputy City Clerk Carrie Funk, Bob Clark, Kent Eilers, guest reporter from KICD and via Zoom Don Brinkley, Matt Loerts and Steve Schwaller.

Present during joint meeting: MMU Chairman Keith Wurtz, MMU Board Members Kevin Wharton, Keith Wurtz, Mike Anderson, Ken Behrens and Kae Hoppe, MMU General Manager Brad Willemssen, Utility employee Lacey Van Kleek, Logan David, Lindsay Radunz, MMU Attorney Abby Walleck and guests, Troy Bushman (via Zoom), LeeAnn Reetz and Greg Fritz.

Steve Anderson led the Pledge of Allegiance.

Motion by Gebhart second by Hinshaw to approve the agenda. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Motion by Yungbluth second by Gebhart to approve consent agenda. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes of October 26, 2020 council meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

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| AFLAC | AFLAC PRE TAX | \$1,020.54 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$2,715.76 |
| INTERNAL REVENUE SERVICE | FED/FICA TAX | \$8,891.21 |
| INTERNAL REVENUE SERVICE | FED/FICA TAX | \$8,929.26 |
| IPERS | IPERS REGULAR | \$11,758.85 |
| SECURE BENEFITS SYSTEMS | EE FSA CONTRIBUTIONS | \$346.14 |
| TREASURER, STATE OF IOWA | STATE TAX | \$2,871.00 |
| ARNOLD MOTOR SUPPLY | SEPT/OCT INVOICES | \$7.88 |
| CARD SERVICES CENTER | PD/PW/CITY SUPPLIES | \$145.53 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$8,147.25 |
| COOPERATIVE ENERGY COMPANY | OCTOBER FUEL | \$582.57 |
| GALLS LLC | BOB CLOTHING/SUPPLIES | \$162.99 |
| IA DEPT OF PUBLIC SAFETY | ONLINE WARRANT SYSTEM | \$300.00 |
| MILFORD COMMUNICATIONS | CITY HALL BROADBAND | \$134.09 |
| MYHRE, MATT | TRAINING MEAL REIMBURS AUG-OCT | \$105.52 |
| R & D INDUSTRIES | SERVICE AGREEMENT | \$443.50 |
| STOREY KENWORTHY | OFFICE SUPPLIES | \$75.48 |
| SUNSET LAW ENFORCEMENT | AMMUNITION | \$330.00 |
| TRUE VALUE-MILFORD | OCTOBER INVOICES | \$51.59 |
| VERIZON WIRELESS | CELL/LAPTOP SERVICES | \$367.91 |
| ARNOLD MOTOR SUPPLY | SEPT/OCT INVOICES | \$122.50 |
| BLACK HILLS ENERGY | FIRE DEPT UTILITY | \$199.52 |
| CARD SERVICES CENTER | FIRE DEPT TRAINING | \$270.00 |
| INTERNATIONAL ASSOC OF FI | FIRE DEPT MEMBERSHIP | \$240.00 |
| LANGHOLZ, SHANE | MEAL REIMBURSEMENT | \$29.61 |
| MILFORD COMMUNICATIONS | FIRE DEPT INTERNET/CABLE | \$228.36 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$856.74 |
| RICHARD L. COOKE | FIRE DEPT SERVICES | \$35.00 |
| ARNOLD MOTOR SUPPLY | SEPT/OCT INVOICES | \$465.85 |
| BECK ENGINEERING INC | ENGINEERING SERVICES | \$2,130.00 |
| BLACK HILLS ENERGY | MAINT SHED UTILITY | \$99.43 |
| BOMGAARS | PUBLIC WORKS SUPPLIES | \$22.98 |
| CARD SERVICES CENTER | PD/PW/CITY SUPPLIES | \$64.97 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$4,978.88 |
| COOPERATIVE ENERGY COMPANY | OCTOBER FUEL | \$984.56 |
| JAYCOX IMPLEMENT | PW VEHICLE MAINT | \$63.96 |
| MENARDS - SPENCER | PW SHOP SUPPLIES | \$48.97 |
| MILFORD COMMUNICATIONS | CITY HALL BROADBAND | \$49.90 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$194.73 |

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| NELSON HEARING AID SERVIC | EE SCREENING | \$30.00 |
| NEWMAN SIGNS, INC. | PW SHOP SUPPLIES | \$17.80 |
| R & D INDUSTRIES | SERVICE AGREEMENT | \$295.38 |
| TRUE VALUE-MILFORD | OCTOBER INVOICES | \$100.26 |
| VERIZON WIRELESS | CELL/LAPTOP SERVICES | \$46.90 |
| IOWA LAKES ELECTRIC COOP | STREET LIGHTING | \$648.00 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$2,651.66 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$282.98 |
| BLACKSTRAP, INC. | ROAD SALT | \$4,296.01 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$116.11 |
| VERIZON WIRELESS | CELL/LAPTOP SERVICES | \$23.45 |
| DICKINSON COUNTY CONSERVATION | GREEN/ELECTRONIC WASTE | \$1,187.00 |
| WASTE MANAGEMENT | 10/10 & 10/17 CLEAN UP DAYS | \$5,230.30 |
| AMAZON/SYNCB | LIBRARY SUPPLIES | \$39.98 |
| ANDERSON, GILLIAN | LIBRARY CRAFT SUPPLY REIMBURSE | \$61.07 |
| BAKER & TAYLOR INC. | LIBRARY BOOKS | \$1,457.26 |
| BERNING, SHELLY | LIBRARY BRD MTG 11/4/20 | \$25.00 |
| BOMGAARS | PUBLIC WORKS SUPPLIES | \$10.58 |
| CAMPUS CLEANERS | LIBRARY SERVICES | \$63.36 |
| CANON FINANCIAL SERVICES | LIBRARY COPIER | \$71.83 |
| CENTER POINT LARGE PRINT | LIBRARY BOOKS | \$1,639.44 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$3,394.69 |
| DEMCO | LIBRARY BOOKS | \$125.48 |
| DENNIS E MERRY | OCTOBER JANITORIAL SERVICES | \$323.81 |
| DICKINSON COUNTY NEWS | LIBRARY SUBSCRIPTION | \$50.00 |
| DOTSON, DENNIS | LIBRARY BRD MTG 11/4/20 | \$25.00 |
| FRANKLIN, ELAINE | LIBRARY BRD MTG 11/4/20 | \$25.00 |
| GANO, JOANN | LIBRARY BRD MTG 11/4/20 | \$25.00 |
| JCL SOLUTIONS-JANITORS CLOSET | JANITORIAL SUPPLIES | \$37.93 |
| JOHNSON, DEB | LIBRARY BRD MTG 11/4/20 | \$25.00 |
| KILTS, RICK | LIBRARY BRD MTG 11/4/20 | \$25.00 |
| MIDAMERICA BOOKS | LIBRARY BOOKS | \$102.75 |
| MILFORD COMMUNICATIONS | CITY HALL BROADBAND | \$173.21 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$644.23 |
| OVERDRIVE INC. | LIBRARY BOOKS | \$197.45 |
| QUILL | LIBRARY SUPPLIES | \$12.20 |
| RICHARD L. COOKE | CITY HALL SERVICES | \$10.00 |
| TRUE VALUE-MILFORD | LIBRARY SUPPLIES | \$24.54 |
| UNITED COMMUNITY BANK FOR PETT | LIBRARY POSTAGE | \$3.16 |
| ARNOLD MOTOR SUPPLY | SEPT/OCT INVOICES | \$1,043.42 |
| BOMGAARS | PARKS SUPPLIES | \$240.92 |
| CARD SERVICES CENTER | TRAINING/FLORENCE PRK FRIDGE | \$674.99 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$2,376.28 |
| COOPERATIVE ENERGY COMPANY | OCTOBER FUEL | \$151.53 |
| CUTTING EDGE SALES & SERVICE | PARKS MOWER MAINT | \$7.75 |
| HANSEN, JULIE | FLORENCE PARK REFUND | \$25.00 |
| MENARDS - SPENCER | PARKS MOWER/VEHICLE MAINT | \$1,240.74 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$473.00 |
| R & D INDUSTRIES | SERVICE AGREEMENT | \$295.37 |
| SPENCER AUTO PARTS INC. | PARKS SUPPLIES | \$93.46 |
| SPENCER OFFICE SUPPLIES | PARKS FILE CABINETS | \$240.00 |
| TRUE VALUE-MILFORD | OCTOBER INVOICES | \$143.01 |
| CAMPUS CLEANERS | COMM CTR SERVICES | \$25.96 |
| DENNIS E MERRY | OCTOBER JANITORIAL SERVICES | \$458.73 |
| JCL SOLUTIONS-JANITORS CLOSET | JANITORIAL SUPPLIES | \$37.93 |
| LAMBERT, DANIELLE | CXL DUE TO COVID | \$25.00 |
| MILFORD COMMUNICATIONS | CITY HALL BROADBAND | \$20.00 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$207.80 |
| R & D INDUSTRIES | COMM CTR WIRELESS MICROPHONE | \$694.55 |
| RICHARD L. COOKE | CITY HALL SERVICES | \$10.00 |
| TRUE VALUE-MILFORD | OCTOBER INVOICES | \$7.14 |
| ARNDT, MCINTYRE | P&Z MTG 10/5 & 10/19 | \$50.00 |
| BRINKS CONSULTING | OCTOBER SERVICES | \$727.50 |
| DICKINSON COUNTY NEWS | OCTOBER ADS | \$29.22 |
| FUNK, JOE | BOA MTG 10/15/20 | \$25.00 |
| GALLES, MATT | P&Z MTG 10/5 & 10/19 | \$50.00 |
| HOUSEMAN, CHERYL | BOA MTG 10/15/20 | \$25.00 |
| JONES, SHERRI | BOA MTG 10/15/20 | \$25.00 |
| JORGENSEN, TOM | P&Z MTG 10/5 & 10/19 | \$50.00 |
| REETZ, LEEANN | BOA MTG 10/15/20 | \$25.00 |
| SEXTON, BRENT | P&Z MTG 10/5 & 10/19 | \$50.00 |
| VERIZON WIRELESS | COUNCIL TABLETS | \$177.22 |
| BLINK MARKETING INC. | WEBSITE MGMT | \$532.50 |
| CARD SERVICES CENTER | TRAINING/FLORENCE PRK FRIDGE | \$210.28 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$3,168.38 |
| DICKINSON COUNTY NEWS | OCTOBER ADS | \$447.57 |
| GWORKS | GWORKS ANNUAL LICENSE FEE | \$3,526.09 |
| IMFOA | REINSBACH ATHENIAN IMFOA | \$50.00 |
| MILFORD COMMUNICATIONS | CITY HALL BROADBAND | \$209.55 |
| PURCHASE POWER | POSTAGE | \$201.00 |
| R & D INDUSTRIES | SERVICE AGREEMENT | \$295.38 |
| REINSBACH, LEANN | TRAVEL REIMBURSE-IMFOA | \$239.20 |
| STOREY KENWORTHY | OFFICE SUPPLIES | \$264.00 |
| OFFICE OF AUDITOR OF STAT | AUDIT FILING FEE | \$425.00 |

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| STEIN LAW OFFICE | OCTOBER LEGAL SERVICES | \$1,550.00 |
| WINTHER STAVE & CO. LLP | ANNUAL AUDIT | \$3,413.31 |
| BLACK HILLS ENERGY | CITY HALL UTILITY | \$42.15 |
| CAMPUS CLEANERS | PD SERVICES | \$48.23 |
| CARD SERVICES CENTER | PD/PW/CITY SUPPLIES | \$40.97 |
| DENNIS E MERRY | OCTOBER JANITORIAL SERVICES | \$917.46 |
| JCL SOLUTIONS-JANITORS CLOSET | JANITORIAL SUPPLIES | \$75.67 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$470.34 |
| RICHARD L. COOKE | CITY HALL SERVICES | \$40.00 |
| TRUE VALUE-MILFORD | OCTOBER INVOICES | \$14.28 |
| ALLIANT ENERGY | SIGN UTILITY | \$23.29 |
| SECURE BENEFITS SYSTEMS | EE FSA CONTRIBUTIONS | \$29.50 |
| BECK ENGINEERING INC | P AVE & 13TH RECONST PRJCT | \$28,020.00 |
| BLACKTOP SERVICE COMPANY | 2020 MILFORD SEAL COAT | \$50,329.70 |
| CERTIFIED TESTING SERVICES INC | 2020 ALLEY & FRONTAGE RD | \$2,534.00 |
| FULLER & SONS | STREET PATCHING | \$6,000.00 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$2,376.26 |
| MENARDS - SPENCER | SEWER SUPPLIES | \$11.96 |
| MID-AMERICAN RESEARCH CHEMICAL | SEWER SUPPLIES | \$332.00 |
| MILFORD COMMUNICATIONS | CITY HALL BROADBAND | \$65.38 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$888.91 |
| PFEFFER PRECAST, LLC | SEWER SUPPLIES | \$115.00 |
| TREAS. - STATE OF IOWA | QRTRLY TAXES | \$977.00 |
| TRUE VALUE-MILFORD | OCTOBER INVOICES | \$22.48 |
| MILFORD MUNICIPAL UTILITY | OCTOBER UTILITY | \$200.00 |
| TREAS. - STATE OF IOWA | QRTRLY TAXES | \$1,200.00 |
| Accounts Payable Total | | \$201,025.21 |
| Payroll Checks | | \$51,647.47 |
| ***** REPORT TOTAL ***** | | \$252,672.68 |

Paid from the following funds: General Fund: 108,171.62; Road Use Tax: 22,034.81; Employee Benefits: 22,065.48; Capital Equipment (LOST) 59,574.70; Capital Project-Reserve: 674.99; P Ave Project: 22,825.00; Florence Park Shelter House: 4,484.00; Sewer Utility Fund: 11,442.08; Storm Water Utility Fund: 1400.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 466,440.99; Road Use Tax: 25,062.40; Employee Benefits; 170,164.87; Hotel/Motel Tax: 2.29; TIF: 280,710.55; LMI Fund: 14.91; Police Forfeiture: 150.00; Debt Service: 113,415.74; Capitol Equipment (LOST) 60,317.11; Capital Project Reserve: 10,029.83; Sewer Utility: 32,203.05; Storm Water Utility: 10,218.65

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, Fire Department call log and minutes. October minutes from Board of Adjustments, Park Board, Planning & Zoning Commission and Library along with October events and September Dickinson County Water Quality Commission information.

ACTION & DISCUSSION ITEMS WITH MILFORD MUNICIPAL UTILITIES

NRS Solar project

Troy Bushman of NRS provided an update on the potential installation of 2 megawatts of solar in Milford as one of 4 sites they are currently working on for a total 16 megawatts of solar. NRS needs to work with County and City for permitting and NIMECA on pricing. MMU General Manager Willemsen stated that MMU is not ready to proceed on the project until further resolution of contract terms. Partial annexation of the Bever property may be necessary, however, MMU encourages the City Council to table an annexation discussion until MMU is ready to proceed.

Equipment sharing

Equipment sharing could be beneficial to both entities and the taxpayers of Milford. Attorneys Walleck and Stein both encourage the entities to have a sharing agreement in place and both entities have the equipment insured. Both entities will look at which equipment could potentially be jointly purchased or shared in the future.

Mowing/spraying

MMU has a little mowing to be done at substation, water plant and power plant. MMU proposes to purchase a mower if the City employees provided the mowing labor. City is concerned about the Parks Department's current lack of labor and time during the summer months to get the work done. The City is looking at the personnel issues. The City will keep MMU's request in mind as they move forward on personnel matters.

P Ave project

A portion of P Ave Project will be re-paved north of 13th Street with curb and gutter. There is some electrical work to be done by MMU during the course of the project. This will be done in 2021. Both entities will work together on time of the project.

A-34 project

A-34 Project is still scheduled for 2023 and 2024. No engineering firm has been retained by the City. MMU intends to loop water lines during the project and expand water lines to the west. Both entities will work together on time of the project.

Q Ave County property

General Manager Willemsen provided update on MMU's efforts to potentially purchase the Dickinson County Maintenance Shed on Q Avenue. The City sold a portion of that property to the County at one time. City is looking at a new City shed so there are many options to figure out for both entities and talks with City and Utility staff will be on-going.

Other/ miscellaneous items

Mike Anderson asked about GPS mapping happening within the City and any updates on the process with the City. Kent Eilers said that it is still on-going and the City hopes to have more time to work on this effort over the winter months.

The joint meeting with MMU adjourned

ACTION AND DISCUSSION ITEMS

Approve FY20 City of Milford Financial report and direct City Administrator to publish

Motion by Yungbluth second by Eckard to approve FY20 City of Milford Financial report and direct City Administrator to publish. All voting aye: Motion carried.

Approve FY20 Annual Urban Renewal report

Motion by Hinshaw second by Gebhart to approve FY20 Annual Urban Renewal report. All voting aye: Motion carried.

Resolution authorizing payment to Beck Excavating, Inc for the 2020 City of Milford Alley Reconstruction project.

Motion by Yungbluth second by Gebhart to approve **Resolution 20-52** Resolution authorizing payment to Beck Excavating, Inc for the 2020 City of Milford Alley Reconstruction project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Discuss and possibly approve traffic light quote intersection of Hwy 71 & 202nd St.

Motion by Yungbluth second by Eckard to approve traffic light quote intersection of Hwy 71 & 202nd Street. All voting aye: Motion carried.

Review and possibly approve to sign off on Non-Exclusive parking lot agreement between Faith Community Church and Okoboji Community School District.

Motion by Yungbluth second by Hinshaw to table signing off on Non-Exclusive parking lot agreement between Faith Community Church and Okoboji Community School District. All voting aye: Motion carried.

Approve amendment language to carryover option for the unreimbursed medical portion of your Section 125 Cafeteria plan

Motion by Yungbluth second by Hinshaw to approve amendment language to carryover option for the unreimbursed medical portion of your Section 125 Cafeteria plan. All voting aye: Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Councilman Hinshaw communicated safety concerns with 23rd Street which is owned by Tim Kinnetz, Hinshaw stated he would contact Kinnetz and possibly suggest to have Kinnetz and City Administrator Reinsbach have a discussion. Hinshaw shared what was discussed at the MillStone Park meeting and suggested to have a Parks Department employee attend in addition. Councilman Gebhart inquired on the status of Q Avenue fire hydrant; Deputy City Clerk Funk will check with City Administrator Reinsbach. Mayor Anderson and council recommended changes regarding the 6th Street sidewalk agreement with Okoboji Community School. Mayor Anderson brought up discussion concerning COVID-19, Anderson requested the Police Department get a doorbell after some further discussion Councilman Yungbluth recommended with City Clerk office employees being social distanced to have all City Clerk employees work from the office and to continue with office access by appointment only. City Attorney Stein communicated he was impressed with both the Police and Fire Departments response and professionalism at an incident some time ago near his home.

With no other discussion, motion to adjourn by Yungbluth second by Gebhart at 7:33 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

Carrie Funk, Deputy City Clerk