

MILFORD CITY COUNCIL
 REGULAR MEETING
 OCTOBER 13, 2020
 6:30 PM

The Milford City Council met in regular session October 13, 2020 at 6:30 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, LeAnn Reinsbach, Bob Clark, Kent Eilers, Jon Gibbs, Talyn Anderson, Taylor Anderson, Cassandra Winkowitsch, Dawson Goecke, Jaden Heller Kylan Greon, Will Jensen, Marc Steffes, Maria Sorenson, Jill Harms, Eyleen Anderson, Kaleb Menken, Chase Downing, Jason Eygabroad, Noah Bouse. Anderson was available electronically along with City Administrator Reinsbach, Doug Frederick, Don Brinkley, Tim Kinnetz, Darren Bumgarner.

Steve Anderson led the Pledge of Allegiance.

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

Motion by Gebhart second by Hinshaw 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 September 28, 2020 council meeting
- Liquor license renewal-Scoreboard Lounge
- Monthly bills as listed below: (approved) and bills paid in vacation

4 EVERGREEN	SOUTH SHORE SPIRAEA	\$29.99
AFLAC	AFLAC PRE TAX	\$1,530.81
ALLIANT ENERGY	SIGN UTILITY	\$22.64
AMAZON/SYNCB	LIBRARY SUPPLIES	\$612.80
AMY'S SIGN DESIGN	MEMORIAL PARK SIGNS	\$282.00
ANDERSON, GILLIAN	LIBRARY SUPPLIES REIMBURSE	\$104.97
ARNDT, MCINTYRE	P&Z 8/18/2020 MEETING	\$25.00
ARNDT, MCINTYRE	P&Z MEETING 9/21/20	\$25.00
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$917.45
BALLAH ELECTRIC	FD LAMP	\$160.94
BECK ENGINEERING INC	P AVE & 13TH AVE RECON PRJCT	\$31,860.50
BERNING, SHELLY	LIBRARY BRD MTG 10/7/20	\$25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$133.83
BLACKTOP SERVICE COMPANY	FULLER AIRPORT #3 PAYMENT	\$8,547.26
BLACKTOP SERVICE COMPANY	STREET REPAIR	\$786.40
BOEVER, BRIGITTE	CXL DUE TO COVID	\$150.00
BOMGAARS	PARKS SUPPLIES	\$179.15
BRINKS CONSULTING	SEPTEMBER SERVICES	\$623.20
CAMPUS CLEANERS	LIBRARY SERVICES	\$174.95
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	ZOOM/PDTRAVEL & SUPPLIES	\$890.53
CARD SERVICES CENTER	FIRE DEPT SUPPLIES	\$1,399.70
CARROLL CONSTRUCTION SUPP	SEWER SUPPLIES	\$137.60
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$21,726.00
CERTIFIED TESTING SERVICES INC	H AVE TESTING	\$743.50
CERTIFIED TESTING SERVICES INC	SL3107 20 ALLEY & FRNTG RD	\$455.00
COOKINHAM, JEFF	LIBRARY BRD MTG 10/7/20	\$25.00
COOPERATIVE ENERGY COMPANY	SEPTEMBER FUEL	\$1,878.15
COPPER COTTAGE	FIRE DEPT HOT WATER SYSTEM	\$1,873.45
CRYTEEL TRUCK EQUIPMENT	CHEVY PLOW TRUCK	\$363.88
DENNIS E MERRY	SEPTEMBER JANITORIAL SERVICES	\$1,700.00
DERUYTER CLEANING & FLOOR	FIRE DEPT SERVICES	\$2,390.55
DICKINSON COUNTY CONSERVATION	GREEN WASTE	\$50.00
DICKINSON COUNTY CONSERVATION	SEPTEMBER GREEN WASTE DISPOSA	\$550.00
DICKINSON COUNTY EXTENSI	BAISH/LOERTS SPRAY CIC	\$70.00
DICKINSON COUNTY NEWS	SEPTEMBER PUBLICATION	\$536.32
DOTSON, DENNIS	LIBRARY BRD MTG 10/7/20	\$25.00
ECHO GROUP, INC.	6TH STREET LIGHTS	\$88.04
ELIZABETH CHEVROLET	06 PLOW TRUCK DOOR PANEL	\$445.10

EXCEL AUTO BODY	FIRE DEPT 12 RAM 5500	\$368.00
FASTENAL	PW SHOP SUPPLIES	\$41.06
FASTENAL	PW SHOP SUPPLIES	\$118.00
FASTENAL	PW SHOP SUPPLIES	\$86.43
FRANKLIN, ELAINE	LIBRARY BRD MTG 10/7/20	\$25.00
FUNK, JOE	8/20/2020 BOA MEETING	\$25.00
GALEN'S PRO-MOW	PARKS MOWER SUPPLIES	\$86.00
GALLES, MATT	P&Z MEETING 9/21/20	\$25.00
GANO, JOANN	LIBRARY BRD MTG 10/7/20	\$25.00
GORDON FLESCH COMPANY	5/1-10/31/2020 LASERFICHE	\$525.00
HOUSEMAN, CHERYL	8/20/2020 BOA MEETING	\$25.00
HWY 18 TRAILER SALES & SR	PARKS TRAILER	\$9,899.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,871.74
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$11,867.87
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLY	\$110.95
IOWA DEPARTMENT OF TRANSPORT	ICE MELT	\$916.00
IOWA EMERGENCY VEHICLE	PD SUPPLIES	\$6,371.99
IOWA ONE CALL	AUGUST LOCATES	\$132.50
IPERS	IPERS PROTECTN	\$19,289.63
JCL SOLUTIONS-JANITORS CLOSET	FLORENCE PARK SHELTER SUPPLIES	\$124.28
JOHNSON, DEB	LIBRARY BRD MTG 10/7/20	\$25.00
JONES, SHERRI	8/20/2020 BOA MEETING	\$25.00
JORGENSEN, TOM	P&Z 8/18/2020 MEETING	\$25.00
JORGENSEN, TOM	P&Z MEETING 9/21/20	\$25.00
KILTS, RICK	LIBRARY BRD MTG 10/7/20	\$25.00
LAKES NEWS SHOPPER	SEPTEMBER PUBLICATIONS	\$628.00
LIBRARY FURNITURE INTER.	LIBRARY MOVING SERVICE	\$10,350.00
M & T FIRE AND SAFETY	FIRE DEPT SUPPLIES	\$1,586.00
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$138.23
MENARDS - SPENCER	PARKS SUPPLIES	\$218.00
METICULOUS CLEAN	AUG/SEPT FIRE DEPT CLEAN	\$214.00
MID-AMERICAN RESEARCH CHEMICA	COVID SUPPLIES	\$575.45
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT TESTING	\$833.39
MIDWEST RADAR & EQUIPMENT	PD SERVICES	\$240.00
MILFORD COMMUNICATIONS	CITY HALL BROADBAND	\$875.24
MILFORD MUNICIPAL UTILITY	FLORENCE PARK WATER METER	\$269.82
MILFORD MUNICIPAL UTILITY	SEPTEMBER UTILITY	\$6,343.28
MUNICIPAL EMERGENCY SERVICES I	FIRE DEPT SUPPLIES	\$1,322.73
NEWMAN SIGNS, INC.	STREET MAINT	\$39.91
NORTHWEST READY-MIX CONCRETE	PARK/PW PROJECTS	\$2,010.00
OKOBOJI FLOORING & FURNIT	LIBRARY CARPET	\$16,504.00
PATERSON CONSTRUCTION	FLORENCE PARK SHELTER	\$391.00
PITNEY BOWES	POSTAGE LEASE	\$187.75
R & D INDUSTRIES	PD SERVICES	\$443.50
R & D INDUSTRIES	PD SERVICES	\$1,358.38
REETZ, LEEANN	8/20/2020 BOA MEETING	\$25.00
RICHARD L. COOKE	FIRE DEPT SERVICES	\$95.00
SANFORD HEALTH	EE TESTING	\$183.50
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$548.71
SEXTON, BRENT	P&Z 8/18/2020 MEETING	\$25.00
SEXTON, BRENT	P&Z MEETING 9/21/20	\$25.00
SIOUX COMMERCIAL SWEEPING INC.	CRACK SEALING	\$21,000.00
SIOUX SALES COMPANY	EE SUPPLIES	\$101.90
STATE LIBRARY OF IA	FY2021 LIBRARY SUBSCRIPT	\$198.88
STEIN LAW OFFICE	SEPTEMBER LEGAL FEES	\$1,888.00
STOREY KENWORTHY	LIBRARY SUPPLIES	\$419.85
SULLIVAN CONCRETE	28TH STREET REPAIR	\$4,850.00
SUNSHINE FOODS	LIBRARY SUPPLIES	\$51.80
SWANK MOVIE LICENSING USA	LIBRARY SERVICES	\$226.00
TREASURER, STATE OF IOWA	STATE TAX	\$4,552.00
TRUE VALUE-MILFORD	SEPTEMBER INVOICES	\$405.60
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.19
UNITED COMMUNITY BANK FOR PET	POSTAGE	\$3.16
VERIZON WIRELESS	CELL/LAPTOP SERVICES	\$655.46
WATCH GUARD	PD SUPPLIES	\$44.82
WEDEKING PIT & PLANT	FLORENCE PARK PLAYGROUND	\$934.45
WINTHER STAVE & CO. LLP	ANNUAL FINANCIAL AUDIT	\$10,000.00
WITTROCK LAWN SERVICE	CEMETERY MOW/FERTILIZER	\$1,775.00
Accounts Payable Total		\$233,417.99
Payroll Checks		\$66,909.68
***** REPORT TOTAL *****		\$300,327.67

Paid from the following funds: General Fund: 175,877.60; Road Use Tax: 21,173.97; Employee Benefits: 17,652.38; Capital Equipment (LOST) 27,894.50; Capital Project-Reserve: 7,376.89; P Ave Project: 24,900.00; H Ave: 743.50; Florence Park Shelter House: 5,021.00; Airport Runway Project: 8,547.26; Sewer Utility Fund: 10,940.57; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 129,647.56; Road Use Tax: 41,156.53; Employee Benefits; 44,654.79; Hotel/Motel Tax: 2.13; TIF: 92,671.26; LMI Fund: 13.82; Debt Service: 31,135.74; Capitol Equipment (LOST) 60,316.53; Capital Project Reserve: 27.63; Sewer Utility: 32,394.18; Storm Water Utility: 9,960.24

CITIZEN OPPORTUNITY FOR COMMENT

Tim Kinnetz asked if the city had reporting reimbursement through the Cares Fund and commented the video technology could be paid for from the Cares Act Fund and also inquired if the city had recently refinance bonds.

REPORTS

Board/Commission Reports

Council reviewed the September Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department call log and minutes. September minutes from Park Board, Planning & Zoning Commission and Library along with October events and September Dickinson County Sanitary Landfill Commission minutes.

ACTION AND DISCUSSION ITEMS

Approve City Administrator/ Clerk to attend IMFOA Conference October 22nd & 23rd, 2020

Motion by Gebhart second by Eckard to approve City Administrator/ Clerk to attend IMFOA Conference October 22nd & 23rd, 2020. All voting aye: Motion carried.

Discussion with Darren with NWIPDC on possible assistance in regards to nuisance abatements etc.

Darren Bumgarner gave a brief outline of services he provides in regards to Nuisance Abatements. Cities can choose whatever works best for their needs. Council discussed options and felt that we could use Darren's assistance on repeat offenders and complaint driven concerns. The rate is \$50.00 plus mileage which is five cents below the federal rate. Council asked Darren to draft an agreement for council to review at a later date. The plan would be to start utilizing NWPDC in the spring of 2021. Councilman Doug Frederick asked about services in regards to housing beautification, Darren noted this is something that Kristin Larson would handle. Mayor Anderson suggested reaching out to her and possible set up a housing committee meeting.

Discussion on Millstone project

Councilman Yungbluth asked where the project was at as far as a completion date as he has been fielding calls from citizens. During the September 28, 2020 council meeting there was discussion that the projection screen has not been installed, a different wood material was used versus what was originally presented and the metal is rusting on the bike racks and artwork brackets. Council reviewed pictures of the park that also addressed the need of adding more mulch because the landscape drip lines are exposed in certain areas. Tim Kinnetz attended via Zoom and thanked the council for addressing the issues that needed to be fixed. Upon receiving the pictures, he contacted Marc Steffes. Marc Steffes attending the meeting and stated the bike racks have been removed and a anti rust inhibitor treatment will be applied. Marc also commented that this project was designed and signed off by licensed landscape architects and both civil and structural engineers. Tim explained the original wood was supposed to be Alaskan Yellow Cedar but due to availability the decision was to substitute it with another hard wood. In choosing the substitute wood a stain was applied to give it more of a patina look. Tim also explained when the MillStone Park Committee met last summer and the lighting/projectors have been put on hold due the size of the "blizzard boxes" containing the video projectors and electronics to the structure. The group felt the size of those boxes were too big and distracting to the structure. So, we are looking at displaying video either by a video floor which is approximately \$300,000.00 or other smaller video projector technology. The project is on going and the lighting will be Phase II of the project because there are committed dollars that have not come in yet. Both the city and county have budgeted 20,000.00 to be paid back in the next five years. Mayor Anderson expressed his concern that he has been asking for the financials for over a year and still has not received them and had also reached out to the state in regards to the CAT Grant because he wanted to make sure the City of Milford would not be on the hook if the project wasn't completed in time and also brought up an endowment fund that was to be set up. Tim noted nothing was promised on the endowment fund and he along with others that support the project will still help out with additional mulch and plants in the years to come and apologized about the financials and said he will send them to Mayor Anderson right after the meeting. Marc Steffes commented he has all the minutes from the meeting he would share. City Administrator Reinsbach shared as being a part of the Millstone committee all the minutes were shared with council and the last ones she received were from June 20, 2019. Jill Harms spoke in regards to the CAT Grant and said we are in good shape. We have received \$72,558.42 to date and the remaining \$9,941.58 will be collected one final paperwork is submitted in April 2021. After much discussion council agreed to add Councilman Hinshaw and Parks Supervisor Matt Loerts to the Millstone Park Committee so there is representation at council level and from the parks department. All voting aye: Motion carried. Councilman Hinshaw and Jill Harms will get together and advised when the next committee meeting will be. Discussion will be in regards to the projection screen that was budgeted for and part of the CAT Grant.

Discuss invoice and possible payment of asphalt maintenance lift A34 from Dickinson County Engineer Dan Eckert

Motion by Yungbluth second by Gebhart to not pay invoice until Dan Eckart and Tim Fairchild are able to attend an upcoming council meeting. All voting aye. Motion carried. City Administrator Reinsbach will see if they can attend the October 26, 2020 council meeting.

Resolution authorizing payment to Blacktop Service Company for the 2020 City of Milford Seal Coat project.

Motion by Yungbluth second by Hinshaw to approve **Resolution 20-50** Resolution authorizing payment to Blacktop Service Company for the 2020 City of Milford Seal Coat project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Reinsbach mentioned the FY2020 audit it done and asked if council would like Winther & Stave to present the report. The US Fish and Wildlife 3-year lease expires March 31, 2021. Chad is wanting to know if the city would be interested in another 3-year lease and keep the rent at \$1000.00 a month.

With no other discussion, motion to adjourn by Gebhart second by Hinshaw at 7:51 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk