

MILFORD CITY COUNCIL  
 REGULAR MEETING  
 SEPTEMBER 14, 2020  
 6:30 PM

The Milford City Council met in regular session September 14, 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, Angela Kofoot, Tim Fairchild, Jay Nieson, Carrie Funk, Mac Arndt, Corey Harguth, Mason Stover and Elizabeth Todd. Anderson was available electronically along with City Administrator Reinsbach, Garth Wolff and Steve Schwaller.

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 Yungbluth second by Eckard 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 August 24, 2020 council meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

AFLAC	AFLAC PRE TAX	\$1,020.54
ALLIANT ENERGY	SIGN UTILITY	\$21.51
ALPHA WIRELESS COMM. CO.	FIRE DEPT LITHIUM BATTERY	\$386.00
AMAZON/SYNCB	LIBRARY SUPPLIES	\$215.76
ANDERSON, GILLIAN	LIBRARY REIMBURSE ADLT CRAFT	\$15.29
ARNOLD MOTOR SUPPLY	AUGUST INVOICES	\$1,761.60
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$1,292.59
BECK ENGINEERING INC	P AVE & 13TH RECON PRJCT	\$25,109.75
BERNING, SHELLY	LIBRARY BRD MTG 9/2/20	\$25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$109.61
BLACKTOP SERVICE COMPANY	FULLER AIRPORT RESURFACE PRJCT	\$3,138.52
BLACKTOP SERVICE COMPANY	N AVE BETWEEN 19TH ST	\$48,842.70
BOMGAARS	PARKS SUPPLIES	\$535.39
BRINKS CONSULTING	AUGUST SERVICES	\$534.00
CAMPUS CLEANERS	PD SERVICES	\$100.15
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.55
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARROLL CONSTRUCTION SUPP	6TH STREET PRJCT FOR SCHOOL	\$24.62
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$27,157.50
CHAPMAN DOOR CO., LLC	PW BUILDING MAINT	\$155.00
COLEMAN, VAUGHN	AIRPORT JANITORIAL	\$175.00
CONSUMERS LUMBER	PW BUILDING MAINT	\$32.43
COOKINHAM, JEFF	LIBRARY BRD MTG 9/2/20	\$25.00
COOPERATIVE ENERGY COMPANY	AUGUST FUEL INVOICES	\$1,465.71
DEMCO	LIBRARY SUPPLIES	\$188.02
DENNIS E MERRY	AUGUST JANITORIAL	\$1,700.00
DICK CO. WATER QUALITY CO	2021 WATER QLTY COMM CONTRIB	\$9,425.00
DICKINSON COUNTY CONSERVATION	AUGUST GREEN WASTE DISPOSAL	\$1,760.00
DICKINSON COUNTY NEWS	AUGUST PUBLICATIONS	\$808.13
DICKINSON RECORDER	BOA 94 HELEN RECORDING	\$42.00
DOTSON, DENNIS	LIBRARY BRD MTG 9/2/20	\$25.00
FRANKLIN, ELAINE	LIBRARY BRD MTG 9/2/20	\$25.00
GALEN'S PRO-MOW	PARKS MOWER	\$774.58
GANO, JOANN	LIBRARY BRD MTG 9/2/20	\$25.00
GENERAL EQUIPMENT & SUPP	PW LOADER FORKS	\$5,500.00
GLEN'S SPORT CENTER	HONDA GENERATOR	\$1,990.00
GWORKS	RECEIPT MNGMNT MODULE	\$1,747.50
HARBST BASCHKE, AMY	FLORENCE PARK RES CXL	\$100.00
HEITHUS, BRANDON	FP SHELTER REFUND	\$50.00
HELLER ENTERPRISES LLC	SOUTH SHORE ENTRANCE	\$199.36
IA COMMUNITIES ASSURANCE POOL	DONALD OLESON CLAIMANT	\$2,000.00

INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,814.52
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,009.61
IOWA DEPARTMENT OF NATURAL RE	ANNUAL STRM WTR DSCHRG PERMI	\$175.00
IOWA GREAT LAKES SANITARY DIST	1/1/20-6/30/20 SANITARY BLNG	\$790.64
IOWA LAKES ELECTRIC COOP	STREET LIGHTING	\$516.29
IOWA LAKES ELECTRIC COOP	STREET LIGHTING	\$613.74
IOWA LAW ENFORCEMENT ACADEM	HOSS OPEN SIGHT RECERT	\$325.00
IOWA ONE CALL	JULY LOCATES	\$59.50
IPERS	IPERS REGULAR	\$12,071.92
JAYCOX IMPLEMENT	VEHICLE MAINT	\$212.50
JCL SOLUTIONS-JANITORS CLOSET	PARKS SUPPLIES	\$159.75
JOHNSON, DEB	LIBRARY BRD MTG 9/2/20	\$25.00
KAPP'S FIRE EQUIP. & SERV.	ANNUAL INSPECTION	\$396.75
KILTS, RICK	LIBRARY BRD MTG 9/2/20	\$25.00
LOFFLER	PD COPIER	\$109.36
MARTIN'S FLAG CO.	FIRE DEPT FLAGS	\$525.35
MAXYIELD COOPERATIVE	FIRE DEPT FUEL	\$204.03
MENARDS - SPENCER	PARKS SUPPLIES	\$118.80
MID-AMERICAN RESEARCH CHEMICA	PD SUPPLIES	\$142.03
MID-IOWA SOLID WASTE EQUIPMENT	PW VEHICLE MAINT	\$733.00
MILFORD COMMUNICATIONS	BROADBAND SERVICES	\$875.68
MILFORD MUNICIPAL UTILITY	AUGUST UTILITIES	\$7,031.17
NEWMAN SIGNS, INC.	TRAFFIC SIGNS	\$375.02
NWIPDC	FY21 SHIELD 1ST DRAW	\$2,000.00
OKOBOJI TOURISM COMMITTEE	20-21 OKOBOJI TOURISM SUPPORT	\$5,000.00
OVERDRIVE INC.	FY21 BRIDGES E-BOOK	\$759.64
PATERSON CONSTRUCTION	FLORENCE PARK SHELTER ADD	\$20,250.00
PATERSON CONSTRUCTION	FLORENCE PARK SHELTER ADD	\$27,147.22
PURCHASE POWER	POSTAGE	\$201.00
R & D INDUSTRIES	PD SERVICES	\$443.50
R & D INDUSTRIES	SERVICE AGREEMENT	\$887.13
REGIONAL TRANSIT AUTHORITY	FY21 1ST QTR CITY SUPPORT	\$1,875.00
REINSBACH, LEANN	WORK FRM HOME INK REIMBURSE	\$39.89
RICK'S PEST CONTROL	FIRE DEPT SERVICES	\$95.00
SAINT JOSEPH CATHOLIC CHURCH	COMM CTR BULLETIN ADVERTISING	\$120.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIBUTIONS	\$375.64
SIMMERING CORY IA CODE	AUGUST 2020 CODE SUPPLEMENT	\$446.00
SMART SOLUTIONS INC	PARK CAMERAS FRM VANDALISM	\$150.00
STATE LIBRARY OF IA	FY21 OCLC CAT EXPRESS SUBSCRIP	\$1,745.00
STEIN LAW OFFICE	AUGUST LEGAL FEES	\$2,575.00
STOREY KENWORTHY	OFFICE SUPPLIES	\$138.31
SULLIVAN CONCRETE	KUCHEL TRAIL CURB REPLACE	\$19,536.00
SUNSHINE FOODS	PD SUPPLIES	\$10.00
SYBESMA GRAPHICS INC,	PD NEW TRUCK GRAPHICS	\$750.00
TREASURER, STATE OF IOWA	STATE TAX	\$3,127.00
TRUE VALUE-MILFORD	AUGUST INVOICES	\$764.55
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.19
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$210.19
UNITED COMMUNITY BANK FOR PET	LIBRARY POSTAGE	\$5.82
VERIZON WIRELESS	CELL/LAPTOP SERVICES	\$615.46
VONNAHME, COURTNEY	COMM CTR CXL DUE TO COVID	\$75.00
WATCH GUARD	PD EQUIPMENT	\$44.82
WEDEKING PIT & PLANT	PLAYGROUND INSTALL ROCK	\$2,323.72
WITTRICK LAWN SERVICE	CEMETARY MOW	\$375.00
WTS MEDIA	LIBRARY SUPPLIES	\$128.00
Accounts Payable Total		\$275,446.38
Payroll Checks		\$53,820.22
***** REPORT TOTAL *****		\$329,266.60

Paid from the following funds: General Fund: 122,177.40; Road Use Tax: 51,960.78; Employee Benefits: 22,065.48; Hotel Motel Tax: 5,000.00; Capital Equipment (LOST) 42,858.02; Capital Project-Reserve: 48,147.22; P Ave Project: 18,675.00; Florence Park Shelter House: 1,836.00; Airport Runway Project: 3,926.52; Sewer Utility Fund: 12,420.18; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 18,869.17; Road Use Tax: 30,665.49; Employee Benefits; 2,174.37; Hotel/Motel Tax: 19,576.70; TIF: 2,698.62; LMI Fund: 14.18; Debt Service: 1,391.73; Capitol Equipment (LOST) 60,316.53; Capital Project Reserve: 28.37; Sewer Utility: 29,247.89; Storm Water Utility: 10,092.96

**CITIZEN OPPORTUNITY FOR COMMENT -None**

**REPORTS**

**Board/Commission Reports**

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

## **ACTION AND DISCUSSION ITEMS**

### Angela Kofoot and Tim Fairchild 2020 Census discussion

Tim Fairchild and Angela Kofoot were in attendance. Kofoot handed out documentation in regards to the 2020 Census and noted Milford is sitting pretty good compared to surrounding towns. Kofoot explained filling out the 2020 Census is very critical and it has got to the point now that census workers will be knocking on doors of residential homes where they have not received any information. The city will be posting information on the city website and will ask that it also be posted on the Library, Police, Fire Department and Mayor Facebook pages for anyone who needs information on processing the 2020 Census. Mayor Anderson also pointed out the RUT (Road Use Tax) revenue is based on the census numbers so that is another reason for anyone who has not filled out the census, they need to as it is reflected as revenue for budget purposes.

### Discuss options with Waste Management for cleanup days

Jay Nieson with Waste Management reviewed the options for curbside pick-up and spoke about setting a limit of 2 yards maximum per resident as a way to keep the cost down for the city. The cost of curbside is \$100.00 per truck hour plus disposal cost of approximately \$47.00 per ton. Jay compared a town equivalent to our size during clean up days had close to 80 tons. At a prior council meeting it was also discussed that the city would have to supply a list of residents who purchased tags one week prior to clean up day. Deputy City Clerk, Carrie Funk asked if there was a reason to provide that list or if the drivers could just run the normal garbage route. Jay said that would be an option. The subject came up on who determines what 2 yards of waste is because what one views as 2 yards may not be the same as someone else's view. Councilman Gebhart expressed his concern over the cost. After further discussion motion by Yungbluth second by Hinshaw to proceed with cleanup days the exact same way has it was last done by the city in 2016. All voting aye. Motion carried. Residents will be required to purchase tags from the drive thru at the City Clerk's office. A complete list will be sent to the Lakes News Shopper with more detailed information and will also be available on the city website. Clean up day for residents on the north side of 13<sup>th</sup> St. will be on Saturday October 10<sup>th</sup> and residents on the south side of 13<sup>th</sup> St. will be Saturday October 17<sup>th</sup>. All items both weekends must be placed by the curbside by 6:00 a.m. The Waste Management trucks have a GPS system. If the truck drives by and nothing is placed by the curb when they go by, they will not come back.

### Resolution approving FY 2020 Street Financial Report

Motion by Yungbluth second by Eckard to approve **Resolution 20-48** Resolution approving the FY 2020 Street Financial Report. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

### Discussion to reduce line of credit amount for the performance bond to \$5000.00 with Paterson Construction on Florence Park Shelter House addition

Motion by Yungbluth second by Hinshaw to reduce the line of credit amount for the performance bond to \$5000.00 with Paterson Construction on Florence Park Shelter House addition Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

### NWIPDC Nuisance abatement process-Aaron Gebhart

City Administrator Reinsbach had earlier reached out to NWIPDC in relation to helping with nuisance abatements. Council discussed and felt it may be beneficial in certain cases when the city continues to have repeat violators. Motion by Gebhart second by Hinshaw to have Reinsbach reach out to Darren Bumgarner with NWIPDC to attend an upcoming meeting to discuss options. All voting aye. Motion carried.

### Discuss ordinance changes- Mayor Anderson

Council reviewed a list of possible ordinance changes which led into some questions for City Attorney Dave Stein in regards to sections pertaining to the Code of Iowa. Notes were taken and Mayor Anderson asked the council keep information. Reinsbach mentioned in speaking with Dave Stein we could do a blanket amendment to the ordinances when council feels they are ready. In the meantime, Reinsbach will reach out to Dave on some concerns primarily with Chapter 35 Fire Department and Chapter 56 Dog License Required.

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

City Administrator Reinsbach mentioned a couple of months ago there was discussion during a joint meeting with the school in regards to adding additional parking around Florence Park. The Park Board met and discussed this and are not in favor of this and if this subject comes up again in the future the Park Board is requesting to have a joint meeting with the City Council. Councilman Gebhart expressed his concerns with the amount of traffic that is backed up on Highway 71 due to parents dropping children off at the Elementary School. Police Chief Bob Clark commented his department is looking into the situation.

With no other discussion, motion to adjourn by Gebhart second by Yungbluth at 8:15 p.m. All voting aye. Motion carried.

Respectfully submitted,

---

Steven R. Anderson, Mayor

---

LeAnn Reinsbach, City Administrator/Clerk