

MILFORD CITY COUNCIL  
 REGULAR MEETING  
 SEPTEMBER 11, 2017  
 6:30 PM

The Milford City Council met in regular session September 11, 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: Mark Gaworski, Lucia McCall, Morgan Orwig, Tony Poncelet, LeeAnn Reetz, Rob Hundley, Jeanenne Kinnetz, Kelly Seymour, Joren Kinnetz, Tim Kinnetz, Jason Eygabroad, Steve Hallgren and Tyler Wolterman

Bill Reinsbach led the Pledge of Allegiance.

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

Motion by Simpson second by Walters to approve consent agenda. All voting aye. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes August 28, 2017 meeting
- Iowa Lakes Corridor newsletter
- Commercial tax abatement- Tom Clary
- Monthly bills as listed below: (approved) and bills paid in vacation

ABC SERVICES	CURB REMOVAL AVENUE	\$100.00
AFLAC	AFLAC PRE TAX	\$767.66
ALLIANT ENERGY	UTILITIES	\$23.84
ALPHA WIRELESS COMM. CO.	TECH REPAIR-BOB	\$185.62
AMAZON/GEIC	BOOKS,DVDS,SUPPLIES	\$398.80
ANDERSON, STEVE	MTG 8-7-2017	\$25.00
ARNOLD MOTOR SUPPLY	SUPPLIES	\$1,658.80
BAKER & TAYLOR INC.	BOOKS	\$1,325.21
BARCO MUNICIPAL PROD. INC	SIGN REFLECTORS	\$74.31
BECK ENGINEERING INC	H AVE PHASE 3 SANITARY SEWE	\$33,890.00
BLACK HILLS ENERGY	UTILITIES	\$118.78
BLACKTOP PAVING	T AVENUE ASPHALT PAVING	\$50,000.00
BOMGAARS	SUPPLIES	\$1,247.17
BRINKS CONSULTING	AUGUST INVOICES	\$126.00
CARD SERVICES CENTER	CLOTHING SCHOOL OFC MISC	\$2,039.53
CENGAGE LEARNING	BOOKS	\$33.74
CENTRAL STATES SOUTHEAST & SO	EE HEALTH INSURANCE	\$18,312.00
CHRISTIANS SHEET METAL	SERVICE CALL POLICE STATION	\$262.50
COLEMAN, VAUGHN	AUGUST INVOICES	\$100.00
CONSUMERS LUMBER	SUPPLIES PIONEER DAYS	\$195.40
COOPERATIVE ENERGY COMPANY	AUGUST INVOICES	\$3,145.35
DANNATT, MARY	MTG 9-6-2017	\$25.00
DEKOTER, THOLE, & DAWSON, P.L.	LEGAL MISC	\$1,489.95
DICK CO. WATER QUALITY CO	2018 CONTRIBUTION	\$13,000.00
DICKINSON COUNTY CONSERVATIO	AUGUST RECYCLING	\$620.00
DICKINSON COUNTY RECORDER	RECORDING-PEDERSON	\$17.00
DK PLASTICS	SHEET PLASTIC FOR LETTERING	\$96.00
DOTSON, DENNIS	MTG 9-6-2017	\$25.00
DUININCK	PW MATERIALS	\$624.89
DUININCK	ASPHALT	\$1,055.91
ELECTRIC PUMP	SEWER FLOATS	\$111.87
EMBLEM ENTERPRISES INC.	EMBLEMS - POLICE	\$322.77
FRANKLIN, ELAINE	MTG 9-6-2017	\$25.00
GALEN'S PRO-MOW	SUPPLIES	\$30.60
GENERAL DRIVERS UNION	UNION DUES	\$310.00
GENERAL TRAFFIC CONTROLS	TRAFFIC SIGNAL SERVICE	\$659.00
GREAT AMERICA LEASING CORP.	COPIER	\$110.43
HANNA, DOUG	MILEAGE 7/27-29/2017	\$235.40
HELLER ENTERPRISES LLC	BOBCAT AUGER	\$95.00
HEMPHILL, LINDA	MTG 8-2-2017, 9-6-2017	\$50.00
HTM SALES INC.	SEWER-MAJOR	\$859.28
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$8,958.61
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,056.76

INTERSTATE ALL BATTERY CENTER	COMMERCIAL BATTERY (2)	\$219.90
IOWA DEPARTMENT OF TRANSPORT	SUPPLIES	\$1,549.68
IOWA ONE CALL	JULY INVOICES	\$126.00
IPERS	IPERS PROTECTN	\$10,253.85
JCL SOLUTIONS-JANITORS CLOSET	CLEANING SUPPLIES	\$141.23
KARL EMERGENCY VEHICLES	ANTENNA-SUPPLIES 17 EXPLORE	\$424.00
KEIZER, ROBB	MTG 8-2-2017, 9-6-2017	\$50.00
KILTS, RICK	MTG 9-6-2017	\$25.00
KIRKWOOD COMMUNITY COLLEGE	MCINTYRE-CONT ED	\$115.00
KUYF-FM	PIONEER DAYS RADIO SPOT	\$70.00
LAKES NEWS SHOPPER	BD ADJ, POL OFC, HARLEY	\$349.80
LEU, JOLENE	CRAFT SUPPLIES	\$7.98
M & T FIRE AND SAFETY	LED LIGHTS	\$560.00
MCCREA, JIM	MTG 8-2-2017 9-6-2017	\$50.00
METICULOUS CLEAN	8/8 & 8/30,2017	\$100.00
MID-IOWA SOLID WASTE EQUIPMENT	EQUIP REPAIR	\$685.44
MIDWEST BREATHING AIR L.L.C.	MAINTENANCE	\$685.85
MIDWEST FIRE EQUIPMENT & REPAIR	INSTALL LED WARNING LIGHT	\$613.81
MIDWEST GARAGE DOORS INC.	CITY SHOP BROKEN CABLE	\$177.84
MILFORD COMMUNICATIONS	AUGUST SERVICES	\$715.48
MILFORD MUNICIPAL UTILITY	UTILITIES	\$8,628.76
NELSON, WANDA	MTG 8-17-2017	\$25.00
NORTHWEST READY-MIX CONCRETE I	BUCHANAN PARK SWING	\$197.00
NOTEBOOM IMPLEMENT LLC	MOWER PARTS	\$431.72
OFFICE SYSTEMS COMPANY	AUGUST SERVICES	\$48.93
OKOBOJI TOURISM COMMITTEE	17 SUPPORT	\$5,000.00
OVERDRIVE INC.	BOOKS	\$161.00
PITNEY BOWES	POSTAGE	\$402.50
PLUMB SUPPLY COMPANY	SUPPLIES	\$3,722.88
QUASQUICENTENNIAL FUND	MILFORD CENTENNIAL BOOKS	\$20.00
R & D INDUSTRIES	TECH SUPPORT	\$889.50
CAMPUS CLEANERS	LAUNDRY	\$188.95
REGIONAL TRANSIT AUTHORITY	1ST QRT FY2018	\$1,875.00
REINSBACH, LEANN	CLERK SCHOOL	\$519.68
RICK'S PEST CONTROL	PEST CONTROL	\$95.00
SCHLEY, CARLA	MTG 9-6-2017	\$25.00
SECRETARY OF STATE	NOTARY-FUNK	\$30.00
SEXTON, BRENT	MTG 8-17-2017	\$50.00
SHAMROCK RECYCLE INC.	RECYCLING	\$3,828.96
SIMINGTON, BRAD	MTG 8-17-2017	\$50.00
SIMMERING CORY IA CODE	AUGUST 17 SUPPLEMENT	\$272.00
SORENSEN, BETH	SUPPLIES	\$157.68
STATE LIBRARY OF IA	FY18 CATALOGING	\$1,885.44
STOREY KENWORTHY	AUG INVOICES	\$308.75
SULLIVAN CONCRETE	CONCRETE-SOUTH SIDE CITY	\$16,980.00
SUNSHINE FOODS	AUGUST INVOICES	\$41.37
SUPERIOR EQUIPMENT & RENTAL	HYDRAULIC PLATE PACKER	\$110.00
TREASURER, STATE OF IOWA	STATE TAX	\$2,872.00
TRI STATE PAVING	CONCRETE	\$507.50
TRUE VALUE-MILFORD	AUGUST INVOICES	\$483.56
UNITED COMMUNITY BANK FOR PE UPKEEP	POSTAGE AUGUST 2017	\$288.20
VERIZON WIRELESS	REPAIRS	\$133.36
WASTE MANAGEMENT	AUGUST SERVICES	\$495.03
WASTE MANAGEMENT	LANDFILL FEES 7/1/17-7/31/17	\$7,329.75
WATCH GUARD	AUGUST INVOICES	\$21,243.59
WESTON WOODS	PD VAULT LOCK REPAIR	\$135.00
WINNER STAVE & CO. LLP	BOOKS	\$179.75
WITTRICK LAWN SERVICE	ACCOUNTANT	\$9,000.00
TOTAL ACCOUNTS PAYABLE	8/10,8/24, 2017	\$750.00
PAYROLL CHECKS		\$258,091.90
**** PAID TOTAL ****		\$46,408.18
		\$304,500.08

Paid from the following funds: General Fund: 129,941.99; Road Use Tax: 37,476.73; Employee Benefits: 15,369.00; Hotel Motel: 5000.00; Capital Equipment/Project (LOST): 50,000.00; H Ave Project: 26,170.00; Sewer Utility Fund: 7,104.56; Garbage Utility: 33,222.29; Storm Water Utility Fund: 215.51

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 15,303.50; Road Use Tax: 38,803.65; Employee Benefits: 220.13; Hotel/Motel Tax: 17,892.80; TIF: 499.31; LMI Fund: 444.31 K-9: .97; Debt Service: 3,421.96; Capitol Equipment (LOST): 46,780.06; Capital Project Reserve: 1,688.61; H Ave Project: 11,025.00; Sewer Utility: 27,822.17; Garbage Utility: 17,723.59; Storm Water Utility: 10,318.36

## CITIZEN OPPORTUNITY FOR COMMENT

### REPORTS

#### Board/Commission Reports

Council reviewed the August Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, and Police report. August minutes from Park Board, Community Center, Planning & Zoning, and Library along with September events.

### PUBLIC HEARING

#### Public hearing on Proposal to Convey the vacated portion of N Ave north to 22<sup>nd</sup> St and south 23<sup>rd</sup> St. to Lucilemae, LLC.

Mayor Reinsbach opened the meeting at 6:32 p.m. With no comments from the audience or written comments received at the City Clerk's office. Mayor Reinsbach closed the public hearing at 6:33 p.m.

#### Public hearing on 2017 Milford Comprehensive Land Use Plan

Mayor Reinsbach opened the meeting at 6:33p.m. No written comments were received at the City Clerk's office. Steve Hallgren with Northwest Iowa Planning and Development commented that the Planning & Zoning Commission spent many hours working on this plan and commended all parties involved with project. Steve commented the Planning and Zoning Commission took into account comments that were received during a public meeting in June. With no further comments Mayor Reinsbach closed the public hearing at 6:35 p.m.

#### Approve Resolution regarding proposal to convey the vacated portion of N Ave north of 22<sup>nd</sup> St. and south of 23<sup>rd</sup> St to Lucilemae, LLC

Attorney Harold Dawson commented on the resolution to convey the vacated portion of N Ave, it is understood the city is doing this as a consideration for economic development. This is something that the council sees as being very important, also to make sure the city council knows we will retain a 50 ft. easement for the utilities. Harold will send a copy of the quit claim deed to Barry Sackett for his review before it is filed. Tim Kinnetz spoke on behalf of GrapeTree Medical Staffing, so far this year they have hired approximately 40 people. He has also noted the University of Northern Iowa did an economic impact study on GrapeTree and it came back at about 51 million dollars is the economic impact that GrapeTree has on this community and along with that those dollars support another 40 jobs in our community. Kinnetz also wanted to thank his staff, without them GrapeTree wouldn't be where they are today. Tim also thanked the mayor and council for their continued support on working with him on the future expansion on his business. Motion by Olsen second by Rolling to approve **Resolution 17-42** regarding proposal to convey the vacated portion of N Ave north of 22<sup>nd</sup> St. and south of 23<sup>rd</sup> St to Lucilemae, LLC

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

#### Resolution of the City of Council of the City of Milford, Iowa to approve and adopt the 2017 Comprehensive Land Use Plan

Motion by Walters second by Rolling to approve **Resolution 17-43** Resolution of the City of Council of the City of Milford, Iowa to approve and adopt the 2017 Comprehensive Land Use Plan

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

#### Approve Resolution setting Police Chief Compensation.

Motion by Olsen second by Walters to approve **Resolution 17-44** Setting Police Chief Compensation

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

#### Discuss retiring K-9 Unit (Rocky)

Police Chief Bob Clark advised council that Rocky has reached the age of retirement and that he has had discussions with the department and current K-9 handler Officer Matt Myhre. Upon retirement of Rocky the police force does not plan to get another K-9 dog. Currently Officer Myhre gets paid and extra half hour of pay for every 12 hour shift he works. Motion by Huse, second by Olsen to approve the retirement of the K-9 (Rocky) and no longer pay officer Myhre the extra half hour effective September 18<sup>th</sup> in conjunction with the next payroll. All voting aye: Motion carried

#### Approve table donation from Kiwanis Club and placement at 914 Okobojo Ave (former Santa house area)

Motion by Olsen, second by Simpson to accept the donation of a picnic table to be placed 914 Okobojo Avenue. All voting aye: Motion carried

Review bids and award bid on 2009 Harley

Two bids were received for the 2009 Harley. Councilman Olsen recused himself. Council reviewed the bids from Don Olsen for \$6100.00 and Jeff Schultz for \$5600.00. Motion by Huse, second by Simpson to award bid for the 2009 Harley to Don Olsen for \$6100.00. Voting aye: Simpson, Rolling, Walter and Huse. Councilman Olsen abstained: Motion carried.

Review bids for police station replacement on heating and air conditioning

The council reviewed the bids from both Christians Sheet Metal and Sibley Sheet Metal. Replacing all units is not in the budget for this year. Motion by Walters, second by Rolling to have Sibley Sheet Metal repair the air hander and get heat and air to police office and dining area to get us by until next budget season. All voting aye: Motion carried.

Approve Deputy City Clerk to attend IMFOA Conference October 18<sup>th</sup>-20<sup>th</sup>

Motion by Rolling, second by Olsen to approve Deputy City Clerk attend IMFOA Conference October 18-20<sup>th</sup>. All voting aye: Motion carried.

Discussion and possible change order in 2017 Alley project- Jason with Beck Engineering

Jason with Beck Engineering explained that the sub grade soil is not suitable based on CTS testing. Council reviewed a couple of change order options presented from the engineer. There was a motion by Walters to approve change order to add an additional 3” of modified subbase for \$ 5196.35, due to a lack of a second motion failed. There was then a motion by Huse to approve change order to add an additional 6” of subbase for 9277.40 and at that time Jason with Beck suggested a third option to add an additional 3” of modified subbase to also include an additional 1” of concrete for \$9000.15. After being presented with the 3<sup>rd</sup> option Huse rescinded his motion. Based on the 3<sup>rd</sup> option motion by Huse second by Simpson to approve change order in the amount of \$9000.15. Voting aye: Simpson, Olsen, Rolling and Huse. Nay: Walters Motion carried.

Appoint Board of Adjustment member to fill vacancy for a term that expires June, 2018

Motion by Olsen second by Simpson to appoint LeeAnn Reetz to fill vacancy for a term that expires June 30, 2018 on the Board of Adjustments. All voting aye: Motion carried

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

With no other discussion, motion to adjourn by Walters second by Huse at 7:40 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