

MILFORD CITY COUNCIL
 REGULAR MEETING
 JULY 12, 2021
 6:30 PM

The Milford City Council met in regular session July 12, 2021 at 6:30 p.m. in the Community Center Board Room. Mayor Steve Anderson presided.

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

Absent: None

Others present: City Administrator LeAnn Reinsbach, Public Works Director Kent Eilers, Jason Eygabroad, McKenzie Liechti and Steve Schwaller.

Mayor 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 Frederick 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 June 28, 2021 council meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

AMAZON/SYNCEB	LIBRARY SUPPLIES	\$269.13
ANDERSON, GILLIAN	LIBRARY ADULT CRAFT REIMBURS	\$173.76
ARNDT, MCINTYRE	P & Z MTG 6/29/21	\$25.00
ARNOLD MOTOR SUPPLY	JUNE INVOICES	\$2,211.62
AT&T MOBILITY	PD CELL & LAPTOP	\$431.00
BAKER & TAYLOR INC.	LIBRARY BOOKS	\$976.51
BARCO MUNICIPAL PROD. INC	PW SHOP SUPPLIES	\$1,794.81
BECK ENGINEERING INC	13TH ST RECON PROJECT	\$67,371.50
BERNING, SHELLY	LIBRARY BRD MTG 7/7/21	\$25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	\$134.60
BLACKTOP SERVICE COMPANY	STREET MAINT	\$1,448.80
BLUE LAKE WEBSITES	NEW WEBSITE DEVELOPMENT	\$1,634.50
BOHL'S SMALL ENGINE & MARINE	FIRE DEPT BLOWERS	\$175.90
BUSINESS TODAY	FIRE DEPT WINDOWS 10 UPDATE	\$395.00
C & B OPERATIONS, LLC LP	21 PARKS GATOR LEASE	\$2,250.00
CAMPUS CLEANERS	LIBRARY SERVICES	\$137.55
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	PD SUPPLIES/ZOOM	\$213.03
CERTIFIED TESTING SERVICES INC	PAVE & 13TH RECON	\$510.00
CLARK EQUIPMENT CO.D/B/A BOBCA	PW/MMU 84' ANGLE BROOM	\$3,332.84
COLEMAN, VAUGHN	AIRPORT JANITORIAL	\$100.00
COOPERATIVE ENERGY COMPANY	JUNE FUEL	\$3,673.40
CUTTING EDGE SALES & SERVICE	PARKS MOWER	\$532.60
DENNIS E MERRY	JUNE JANITORIAL	\$1,700.00
DICKINSON COUNTY	FY22 A-34 OVERLAY	\$7,412.21
DICKINSON COUNTY CONSERVATION	JUNE GREEN WASTE	\$650.00
DICKINSON COUNTY EM	FY22 EM CONTRIBUTION	\$12,707.28
DICKINSON COUNTY LANDFILL COMM	FY21-22 LANDFILL ASSESSMENT	\$12,726.00
DICKINSON COUNTY NEWS	JUNE ADS	\$454.57
DON PIERSON FORD	PD VEHICLE MAINT	\$74.12
DOTSON, DENNIS	LIBRARY BRD MTG 7/7/21	\$25.00
FASTENAL	PW SHOP SUPPLIES	\$6.60
FICK'S ACE HARDWARE	PW SHOP SUPPLIES	\$44.97
FRANKLIN, ELAINE	LIBRARY BRD MTG 7/7/21	\$25.00
GALLES, MATT	P & Z MTG 6/29/21	\$25.00
GANO, JOANN	LIBRARY BRD MTG 7/7/21	\$25.00
GCS TECH INC.	LIBRARY TECH SERVICES	\$60.00
HEAT TACTICAL TEAM	HEAT TEAM DUES	\$10,205.10
HELLER ENTERPRISES LLC	PARKS SUPPLIES	\$7.18
IA COMMUNITIES ASSURANCE POOL	INSURANCE	\$85,366.00
IMWCA	DUES	\$23,870.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$9,567.92
IOWA LAKES CORRIDOR DEVELOPM	CITIES SUPPORT	\$10,400.00
IOWA LEAGUE OF CITIES	FY21-22 MEMBER DUES	\$1,826.00
IOWA ONE CALL	LOCATES	\$50.70
JAYCOX IMPLEMENT	PW/MMU EXTENDABLE BOOM	\$2,982.18
JOHNSTON AUTOSTORES	FIRE DEPT SUPPLIES	\$293.56
JORGENSEN, TOM	P & Z MTG 6/29/21	\$25.00
KILTS, RICK	LIBRARY BRD MTG 7/7/21	\$25.00
LAKES NEWS SHOPPER	JUNE ADS	\$386.40
MAXYIELD COOPERATIVE	FIRE DEPT JUNE FUEL	\$471.66
MENARDS - SPENCER	FLORENCE PARK SHELTER	\$7.84
MID-IOWA SOLID WASTE EQUIPMENT	PW VEHICLE MAINT	\$857.84
MILFORD COMMUNICATIONS	BROADBAND/TELEPHONE SERVICE	\$893.97
MILFORD MUNICIPAL UTILITY	JUNE INVOICES	\$6,973.58
NORTHWEST GLASS COMPANY	PARKS PLEXI GLASS	\$187.88
NWIPDC	FY22 DUES	\$1,711.50
OTC BRANDS, INC	LIBRARY SUPPLIES	\$179.08
PITNEY BOWES	POSTAGE LEASE	\$163.53
PURCHASE POWER	POSTAGE	\$201.00
R & D INDUSTRIES	PARKS ACOUSTICAL SAMPLES	\$2,786.63

WEDEKING, SAM	HELEN AVE STOR SEWER	\$2,691.92
SANDRY FIRE SUPPLY	FIRE DEPT ANNUAL SERVICE	\$2,352.00
SCHULTZ, BECCA	LIBRARY YOUTH SRP REIMBURSE	\$14.98
SEXTON, BRENT	P & Z MTG 6/29/21	\$25.00
SIOUX SALES COMPANY	CLARK EE CLOTHING	\$74.95
SPENCER AUTO PARTS INC.	PW VEHICLE MAINT	\$383.81
STEIN LAW OFFICE	LEGAL FEES	\$1,856.25
STOREY KENWORTHY	LIBRARY SUPPLIES	\$636.60
SUNSHINE FOODS	LIBRARY SUPPLIES	\$54.73
THE PENWORTHY COMPANY LLC	LIBRARY SUPPLIES	\$620.94
TRUE VALUE-MILFORD	JUNE INVOICES	\$412.42
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	\$197.20
UNITED COMMUNITY BANK FOR PETT	LIBRARY POSTAGE	\$12.82
VERIZON WIRELESS	COUNCIL TABLETS	\$222.36
WITTRUCK LAWN SERVICE	CEMETERY MOW	\$750.00
Accounts Payable Total		\$293,569.66
Payroll Checks		\$28,295.60
***** REPORT TOTAL *****		\$321,865.26

Paid from the following funds: General Fund: 190,284.17; Road Use Tax: 19,640.73; Employee Benefits: 23,668.00; Hotel Motel: 14,412.21; Police Forfeiture: 2000,00; P Ave Project: 25,185.00; Capital Project A34 West: 38,500.00; 2020/2021 Alley Projects: 1,359.00; Sewer Utility Fund: 3,924.23; Storm Water Utility Fund: 2,891.92

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 115,068.48; Road Use Tax: 37,674.19; Employee Benefits; 6,896.69; Hotel/Motel Tax: 2.06; TIF: -4778.26; LMI Fund: 13.38; Debt Service: 40,163.86; 6th Street Debt & Service Sinking Fund: 78,931.25; Capitol Equipment (LOST) 10.29; Capital Project Reserve: 333,185.67; Sewer Utility: 27,554.36; Storm Water Utility: 10,405.54

CITIZEN OPPORTUNITY FOR COMMENT

REPORTS

Board/Commission Reports

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

PUBLIC HEARING

Public hearing on proposed amendment to the Milford Urban Renewal area at 6:30 p.m.

Mayor Anderson opened the public meeting at 6:33 p.m. City Administrator LeAnn Reinsbach mentioned no written comments were received at the City Clerk's office. With no other comments from the public Mayor Anderson closed the public hearing at 6:34 p.m.

ACTION AND DISCUSSION ITEMS

Level 10 at 800 Okoboji to discuss closing a portion of 8th St. July 31, 2021-McKenzie Liechti

McKenzie was at the meeting and explained to council that Level 10 will be celebrating their 2-year anniversary and are planning an outdoor event on July 31st and was wondering if the city would consider closing down a portion of 8th St on the east side of Hwy 71 and also the alley that runs north and south between 8th-9th St. Council considered the different options and there was a motion by Hinshaw second by Eckard to honor the request and also make sure she communicates with the neighbors, provides a copy of insurance to the city, returns the lease agreement that City Attorney Dave Stein will provide and also get the cones and road block signs set up that morning and take down when the event is over. All voting aye. Motion carried. Public Works Director Kent Eilers will get the cones and signs to the location Friday afternoon.

Resolution to Declare Necessity and Establish an Urban Renewal area, pursuant to section 403.4 of the Code of Iowa and approve Milford Urban Renewal Plan Amendment for the Milford Urban Renewal Area.

Motion by Yungbluth second by Hinshaw to approve **Resolution 21-62** Resolution to Declare Necessity and Establish an Urban Renewal area, pursuant to section 403.4 of the Code of Iowa and approve Milford Urban Renewal Plan Amendment for the Milford Urban Renewal Area. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution setting the date for the public hearing on proposal to enter into a General Obligation Urban Renewal Loan Agreement and to borrow money thereunder.

Motion by Gebhart second by Hinshaw to approve **Resolution 21-63** Resolution setting the date for the public hearing on proposal to enter into a General Obligation Urban Renewal Loan Agreement and to borrow money thereunder. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing payment No.5 to Beck Excavating for the 2020 Milford alley reconstruction project

Motion by Gebhart second by Eckard to approve **Resolution 21-64** Resolution authorizing payment No.5 to Beck Excavating for the 2020 Milford alley reconstruction project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution approving change order #1 for the 2021 City of Milford storm and sanitary sewer CIPP lining project

Motion by Yungbluth second by Hinshaw to approve **Resolution 21-65** Resolution approving change order #1 for the 2021 City of Milford storm and sanitary sewer CIPP lining project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing payment No. 1 to Beck Excavating for 2021 P Avenue and 13th Street Reconstruction Project
Motion by Hinshaw second by Yungbluth to approve **Resolution 21-66** Resolution authorizing payment No. 1 to Beck Excavating for 2021 P Avenue and 13th Street Reconstruction Project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Transient merchant license application for The Gypsy Wagon-Holly Petersen
Motion by Yungbluth second by Frederick to approve transient merchant license application for The Gypsy Wagon. All voting aye: Motion carried.

Discussion on transient merchant during Pioneer Days
City Administrator Reinsbach asked council what their thoughts were about waiving the fees for transient merchants during Pioneer Days as this is what has been done in the past. Motion by Yungbluth second by Eckard to waive the fees. The transient merchant permit still needs to be filled out so the city clerk's office has a record and according to our ordinance they have to stay off city owned property. This does not include those who are working with the Commercial Club. All voting aye. Motion carried.

Discussion on the purchase of a new copy machine
City Administrator Reinsbach explained the clerk's office has had problem with the current copier and were without one for a week or so before a loner was provided. In researching the copier lease Deputy City Clerk Funk looked into what it would cost to purchase a new copier. Reinsbach reviewed with council that it would save the city approximately \$2100.00 to purchase outright instead of leasing over a five-year period. Motion by Yungbluth second by Eckard to purchase a new copy machine for the City Clerk's Office. All voting aye: Motion carried.

Residential tax abatement for 2916 Sportmans Drive
Motion by Yungbluth second by Hinshaw to approve residential tax abatement for 2916 Sportmans Drive. All voting aye: Motion carried.

Residential tax abatement for 2920 Sportmans Drive
Motion by Eckard second by Yungbluth to approve residential tax abatement for 2920 Sportmans Drive. All voting aye: Motion carried.

Talk about ESRI(GIS) agreement
City Administrator spoke to council in regards to cost sharing GIS software with Milford Municipal Utilities. The general consensus of the council was to move forward. More discussion will take place during a joint meeting in August.

Closed session pursuant to Iowa Code 21.5 (1)(j) discuss purchase of real estate
Motion by Yungbluth second by Eckard to go into closed session to discuss purchase of real estate pursuant to Iowa Code 21.5 (1)(j). Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth, and Eckard. Nay: None. Motion carried. Council went into closed session at 7:23 p.m. The council come out of closed session at 7:48 p.m. Members present: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard.

Board of Adjustment appeal-Brinkley Iowa code 21.5(1)(c) (possible closed session to discuss litigation)
Motion by Hinshaw second by Gebhart to go into closed pursuant to Iowa Code 21.5(1) (c) to discuss litigation . Roll call vote. Voting aye: Hinshaw, Frederick, Gebhart, and Yungbluth. Nay: None. Motion carried. Council went into closed session at 7:49 p.m.
The council come out of closed session at 7:54 p.m. Members present: Hinshaw, Gebhart, Frederick, Yungbluth, and Eckard.
Motion by Hinshaw, second by Yungbluth to have City Attorney Dave Stein Jr. to defend the City in regards to Board of Adjustment appeal with the Brinkley's. All voting aye: Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Mayor Anderson heard some complaints in regards to fireworks over the 4th of July. With no other discussion, motion to adjourn by Gebhart second by Frederick at 8:00 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk