CITY COUNCIL
REGULAR MEETING
OCTOBER 12, 2021
6:30 PM

The Milford City Council met in regular session October 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, Police Chief Bob Clark, John Hight, Ben Groen, Carrie Funk, Corey Harguth, Jamie Baraibar, Kasey Fear and Brad Willemssen,
Mayor Anderson led the Pledge of Allegiance.

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

Motion by Yungbluth second by Eckard approve the 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 27, 2021 council meeting
- Minutes of October 4, 2021 joint MMU meeting
- Monthly bills as listed below: (approved) and bills paid in vacation

A & B BUSINESS SOLUTIONS	CITY HALL COPIER	5864.52
ADAPT COATINGS	FLORENCE PARK FLOOR COATING	6890.63
AFLAC	AFLAC PRE TAX	939.42
ALLIANT ENERGY	STREET SIGN	24.06
ALPHA WIRELESS COMM. CO.	FIRE DEPARTMENT RADIOS	24491.16
ALTEC INDUSTRIES, INC.	PW-VECHICLE MAINT	1137.96
AMAZON/SYNCB	LAMINATOR	74.80
AMY'S SIGN DESIGN	PARKS DEPT TRUCK DECALS	160.00
ANDERSON, GILLIAN	ADULT CRAFT/PAINT SUPPLIES	189.94
ARNDT, MCINTYRE	P&Z MTG 9/21/2021	25.00
ARNOLD MOTOR SUPPLY	SUPPLIES	2672.02
AT&T MOBILITY	PD CELL/LAPTOPS	430.85
AXON ENTERPRISE, INC.	PD TASER	3450.00
BAKER & TAYLOR INC.	LIBRARY BOOKS	1246.40
BECK ENGINEERING INC	13TH ST RECON PROJECT	63711.25
BECK EXCAVATING INC.	P AVE & 13TH PAYMNT #3	423294.50
BERNING, SHELLY	LIBRARY BD MTG 10/7/21	25.00
BLACK HILLS ENERGY	FIRE DEPT UTILITY	136.02
BLACKTOP SERVICE COMPANY	STREET MAINTENANCE	5881.60
BOMGAARS	PARKS SUPPLIES	368.48
CAMPUS CLEANERS	LIBRARY SERCICES	174.95
CANON FINANCIAL SERVICES	LIBRARY COPIER	71.83
CARD SERVICES CENTER	NFPA NATL FIRE PROTECT	368.64
CENTER POINT LARGE PRINT	BOOKS	2243.52
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	22812.00
CERTIFIED TESTING SERVICES INC	SOUTH SHORE ESTATES TESTING	2715.00
CERTIFIED TESTING SERVICES INC	2021 STREET IMPROVEMENTS	11092.00
CHRISTIANS SHEET METAL	ANNUAL SERVICE AGREEMENT	650.00
COOKINHAM, JEFF	LIBRARY BD MTG 1/7/21	25.00
CUMMINS CENTRAL POWER	FIRE DEPT SERVICES	586.29
DENNIS E MERRY	SEPTEMBER JANITORIAL	1700.00
DICKINSON COUNTY CONSERVATION	SEPTEMBER GREEN WASTE	795.00
DICKINSON COUNTY EXTENSI	BAISH/LOERTS PEST&APP CONT ED	105.00
DICKINSON COUNTY GIS	ARC GIS MAPPING	103.28
DOTSON, DENNIS	LIBRARY MTG 10/7/2021	25.00
EXHAUST SYSTEMS, INC.	MUFFLER REPAIR	241.24
FAHRNER ASPHALT SEALERS	2021 SEAL COAT PROJECT	56615.71
FASTENAL	SUPPLIES	170.32
FIRE SERV TRAINING BUREAU	TODD HAZMAT TRAINING	50.00
FRANKLIN, ELAINE	LIBRARY BD MTG	25.00
GALE	LIBRARY BOOKS	33.74
GALLES, MATT	P&Z MTG 9/21/2021	25.00
GANO, JOANN	LIBRARY BD MTG 10/7/2021	25.00
GDF ENTERPRISES INC	PW TRAILER	12636.00
GORDON FLESCH COMPANY	FIRE DEPT COPIER	130.67
GORDON FLESCH COMPANY	LASERFICHE	150.00
GRAHAM TIRE COMPANY	SKID LOADER TIRES	1820.00
HANNA, DOUG	BOJI JUNCTION GAS REIMBURSE	41.52
HELLER ENTERPRISES LLC	FD REPAIRS	86.01
HOLZHAUER MOTORS LTD	PARKS DEPT TRUCK	35950.00
IA DEPT OF PUBLIC SAFETY	PD SERVICES	300.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	9687.45
INTERNAL REVENUE SERVICE	FED/FICA TAX	12185.84
INTERSTATE ALL BATTERY CENTER	FD AUTO BATTERY	147.90
IOWA DEPARTMENT OF TRANSPORT	PW ICE MELT	939.00
IA. LAKES COMM. COLLEGE	J FLOWERS EMT TRAINING	1914.00
IOWA LAKES ELECTRIC COOP	STREET LIGHTING	541.00

IPERS	IPERS PROTECTN	13685.34
JAYCOX IMPLEMENT	PW SUPPLIES	250.33
JCL SOLUTIONS-JANITORS CLOSET	PARKS SUPPLIES	143.00
JORGENSEN, TOM	P&Z MTG 9/21/2021	25.00
KILTS, RICK	LIBRARY BD MTG 10/7/21	25.00
LAKES NEWS SHOPPER	SEPT ADS	491.60
MATHESON TRI-GAS INC	SEWER SUPPLIES	148.60
MENARDS - SPENCER	PARKS SUPPLIES	129.93
MENARDS - SPENCER	FLORENCE PARK SHELTER SUPPLIE	17.98
METICULOUS CLEAN	8/5, 8/25,9/9,10/1 SERVICES	256.80
MID-AMERICAN RESEARCH CHEMICA	PW SUPPLIES	389.56
MIDWEST BREATHING AIR L.L.C.	FIRE DEPT QRTRLY TESTING	760.05
MIDWEST RADAR & EQUIPMENT	PD RADAR SERVICES	240.00
MILFORD COMMUNICATIONS	FIRE DEPT SERVICES	136.73
MILFORD COMMUNICATIONS	BROADBAND/PHONE SERVICES	895.46
MILFORD ELECTRIC INC.	AIRPORT SERVICE	75.00
MILFORD MUNICIPAL UTILITY	SEPTEMBER UTILITY	7083.06
MUNICIPAL SUPPLY, INC	P AVE SUPPLIES	483.06
NEW COOPERATIVE INC.	FIRE DEPT FUEL	468.93
NEW COOPERATIVE INC.	FIRE DEPT FUEL	577.92
NWIPDC	6/23/21-9/30/21 ZONING SERVICE	6165.03
OKOBOJI FLOORING & FURNIT	NEW CARPET IN BRD RM & CLKOFF	5470.82
OKOBOJI TOYOTA	FIRE DEPT TRAINING INDIANAPOLI	300.00
PITNEY BOWES	POSTAGE LEASE	163.53
R & D INDUSTRIES	PD SERVICE AGREEMENT	1429.63
RICHARD L. COOKE	FIRE DEPT SERVICES	95.00
SECURE BENEFITS SYSTEMS	EE FSA CONTRIB	407.94
SEXTON, BRENT	P&Z MTG 9/21/2021	25.00
SPENCER AUTO PARTS INC.	PARKS SUPPLIES	62.06
STEARNS, PAIGE	LIBRARY SUBSCRIP REIMBURSE	30.46
STEIN LAW OFFICE	LEGAL FEES	2998.68
STUART C IRBY CO BR983	LED FIXTURE	7436.00
SUNSHINE FOODS	FIRE DEPT SUPPLIES	131.69
SWANK MOVIE LICENSING USA	COPYRIGHT COMP SITE LICENSE	226.00
TREASURER, STATE OF IOWA	STATE TAX	3111.00
TRUE VALUE-MILFORD	SEPTEMBER INVOICES	291.42
U.S. BANK EQUIP FINANCE	CITY HALL COPIER	197.20
UNITED COMMUNITY BANK FOR PETT	LIBRARY POSTAGE	3.63
VERIZON WIRELESS	COUNCIL TABLETS	268.34
WASTE MANAGEMENT	CLEAN UP DAYS NORTH & SOUTH	3863.29
WEDEKING PIT & PLANT	GRAVEL	47.78
WINTHER STAVE & CO. LLP	FY20/21 AUDIT	12500.00
WITTROCK LAWN SERVICE	CEMETERY MOW	750.00
Accounts Payable Total		790454.37
Payroll Checks		70396.78
***** REPORT TOTAL *****		860851.15

Paid from the following funds: General Fund: 197,547.11; Road Use Tax: 27,654.99; Employee Benefits: 18,534.75; Hotel Motel: 6,890.63; Capital Street/Sewer Impr: 21,168.45; Capital Project (LOST): 79,121.21; Capital Project Eilers SS; 9,300.00; Capital Project Reserve: 24,491.16: Capital Project South Shore: 19,035.00; P Ave Project: 426,367.61; Capitol Project A34 West: 19,250.00; Sewer Utility Fund: 11,290.24: Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 142,180.21; Economic Development: 11,000.00; Road Use Tax: 55,256.34; Employee Benefits: 31,534.59; Hotel/Motel Tax: 1.75; TIF: 55,023.50; LMI Fund: 11.40; Debt Service: 34,788.49; Capitol Equipment (LOST) 172,819.53; Capital Project Reserve: 22.80; Covid FEMA Public Assistance: 1,778.27; Sewer Utility: 34,794.56; Storm Water Utility: 10,535.46

CITIZEN OPPORTUNITY FOR COMMENT

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 Community Center, Park Board, Planning & Zoning Commission and Library along with October events, and Dickinson County Sanitary Landfill Commission minutes.

PUBLIC HEARING

Public hearing on amending Chapter 69 no parking regulations on Sportsmans Drive in designated areas at 6:30 p.m.

Mayor Anderson opened the public meeting at 6:34 p.m. City Administrator LeAnn Reinsbach mentioned there was information submitted by Kasey Fear September 21st. A couple of residents spoke about a safety concern with vehicle congestion due to vehicles parking on the southern portion of Sportsman Drive. There is road traffic, pedestrians that walk, and children riding bikes in the neighborhood that are not able to see oncoming traffic due to parked trailers and automobiles. With no other comments from the public Mayor Anderson closed the public hearing at 6:48 p.m.

ACTION AND DISCUSSION ITEMS

Ordinance amending the Code of Ordinances of the City of Milford, Iowa by amending parking regulations regarding no parking on Sportsman Drive in designated areas.

Motion by Yungbluth second by Hinshaw to approve first reading of Ordinance amending the Code of Ordinances of the City of Milford, Iowa by amending parking regulations regarding no parking on Sportsman Drive in designated areas. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried

Discussion on annexation of 23rd St between Boji Junction and Perkins
Council took no action.

Discussion of cost sharing to replace/fix a portion of concrete panels Boji Junction driveway entrance on 23rd St.
Chris Hinshaw the manager of Boji Junction approached the council about cost sharing between the city, Boji Junction, and Tim Kinnetz to replace some concrete along 23rd Street due to its poor condition. The approximate cost is $5500.00 which would be split three ways. After some discussion the council agreed to move forward with the understanding that the street is to be transferred to the city. This street along with other areas west of Boji Junction have never been accepted by the city. Motion by Yungbluth second by Gebhart to authorize Beck Engineering to study the area in question, send the information to City Attorney Dave Stein so documentation can be reviewed during the October 25, 2021 council meeting. Roll call vote. Voting aye: Gebhart, Frederick, Yungbluth and Eckard. Abstain: Chris Hinshaw. Nay: None. Motion carried.

Discuss storm sewer issue between lots 4 & 5 in Nature Trails- Harley Broek
Ben with Beck Engineering communicated that the current storm sewer apron based upon the plat that was done when the subdivision was put in is 2 ½ foot below the flood elevation. Council has two options: #1 is to keep the apron at the same elevation, remove the storm sewer pipe all the way back to the structure and relay it at a smaller slope to be able to extend the pipe further which would be more expensive than option #2 which would be to extend the pipe as is and lower the apron elevation using the same slope. Motion by Hinshaw second by Yungbluth to revisit the issue and come back with a cost for both options at the October 25th council meeting. All voting aye. Motion carried.

Council to consider and possibly approve soil boring proposal for the 13th Street Lift Station project
Mayor Anderson expressed his concern on the two mobilization fees with respect to the proximity of the two boring proposals for the A34 west reconstruction project and the lift station. That is why the council voted at the last meeting to do an addendum or amendment to the A34 proposal. Ben with Beck Engineering will reach out to Gary Jackson with CTS and have a conversation. Motion by Eckard second by Gebhart to approve contingent that there is just one mobilization fee and the revised proposal be sent prior to the city signing off. All voting aye. Motion carried.

Lift station (A34) update
Beck Engineering continues to work on the design and expect to have a bid letting late fall early winter for summer of 2022 construction. This is all contingent on getting materials from suppliers. Lead time is 12-16 weeks for lift station valves, piping, and control panels. In the event a generator is needed the lead time is 25 weeks plus. The overall project cost will be 10-50% higher than the original cost estimate that was prepared last fall of approximately $500,000.

Accept resignation from Deputy City Clerk Carrie Funk
Motion by Hinshaw second by Gebhart to regretfully accept resignation from Deputy City Clerk Carrie Funk. All voting aye: Motion carried.

Resolution authorizing payment No. 4 to Beck Excavating, Inc. and authorizing change order for the 2021 City of Milford P Ave and 13th Street reconstruction project
Motion by Eckard second by Yungbluth to approve **Resolution 21-82** Resolution authorizing payment No. 4 to Beck Excavating, Inc. and authorizing change order for the 2021 City of Milford P Ave and 13th Street reconstruction project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution setting public hearing to approve plans and specifications on Southshore street project
Motion by Eckard second by Hinshaw to approve **Resolution 21-83** Resolution setting public hearing to approve plans and specifications on Southshore street project. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing purchase of John Deere grader
Motion by Yungbluth second by Eckard to approve **Resolution 21-84** Resolution authorizing purchase of John Deere grader. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution establishing a fee schedule pursuant to the Code of Ordinances of the City of Milford, Iowa
Motion by Hinshaw second by Gebhart to approve **Resolution 21-85** Resolution establishing a fee schedule pursuant to the Code of Ordinances of the City of Milford, Iowa. Roll call vote. Voting aye: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Nay: None. Motion carried.

Closed session pursuant to Iowa Code 21.5 (1)(j) discuss possible purchase and sale of real estate properties
Motion by Gebhart second by Hinshaw to go into closed session to discuss possible purchase and sale of real estate properties 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 7:51 p.m. The council come out of closed session at 8:02 p.m. Members present: Hinshaw, Gebhart, Frederick, Yungbluth and Eckard. Motion by Yungbluth second by Hinshaw to authorize Mayor Anderson, City Administrator Reinsbach to work with City Attorney Dave Stein in writing a formal written offer of $435,000.00 for property located at 1905 Okoboji Avenue and include right of first refusal on the adjoining lot to the north. All voting aye. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach informed council clean up days had 7 tons less than last year, spoke about the possibility adding street lights in the recently annexed land off of Helen Avenue in the South Shore area. Mayor Anderson communicated he got a response back from the Iowa DOT in regards to the TEAP study along Highway 71. There will be a meeting next week to discuss the next step of the process. With no other discussion, motion to adjourn by Gebhart second by Frederick at 8:13 p.m. All voting aye. Motion carried.

Respectfully submitted,

_____ _____

Steven R. Anderson, Mayor LeAnn Reinsbach, City Administrator/Clerk