

CITY COUNCIL
REGULAR MEETING
SEPTEMBER 12, 2022
6:30 PM

The Milford City Council met in regular session September 12, 2022 at 6:30 p.m. in the Community Center Board Room.

Mayor Steve Anderson presided.

Members present: Chris Hinshaw, Doug Frederick, Shane Hoffman, Jason Eckard and Andy Yungbluth.

Absent: None

Others present: City Administrator LeAnn Reinsbach, Assistant Police Chief Matt Myhre, Mason Wickett, Tim Fairchild, Kae Hoppe, Steve Schwaller and Ben Groen.

Mayor Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes of August 29, 2022 special joint council meeting with MMU
- Monthly bills- approve and bills paid in vacation

A & B BUSINESS SOLUTIONS	COPIER/COPIES	\$97.31
A & B BUSINESS SOLUTIONS	COPIER/COPIES	\$51.94
AFLAC	AFLAC PRE TAX	\$1,080.81
ALLIANT ENERGY	1611 1/2 202ND ST SIGN	\$22.72
AMAZON/SYNCB	SUPPLIES/VIDEOS/DVDS	\$202.40
ANDERSON, GILLIAN	PAINT NIGHT/CRAFT REIMBURSE	\$278.70
ARNOLD MOTOR SUPPLY	SUPPLIES	\$316.19
AT&T MOBILITY	PD CELL/LAPTOPS	\$430.90
BAKER & TAYLOR INC.	BOOKS	\$762.67
BECK ENGINEERING INC	2022 CITY ENGINEERING	\$15,417.75
BIO SYSTEMS INC.	TAR/ASPHALT REMOVER	\$1,745.00
BLACK HILLS ENERGY	1021 10TH ST	\$165.81
BLACK HILLS ENERGY	1809 N AVE	\$177.31
BLACKTOP SERVICE COMPANY	HOT MIX	\$1,163.72
BOMGAARS	SUPPLIES	\$47.97
BUSINESS TODAY	SURFACE PRO	\$455.00
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	LODGING	\$107.52
CARD SERVICES CENTER	TRAINING	\$505.70
CARD SERVICES CENTER	MPI CONFERENCE	\$724.38
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$25,548.00
CERTIFIED TESTING SERVICES INC	13TH ST LIFT STATION SL3335	\$858.00
COOPERATIVE ENERGY COMPANY	FUEL	\$4,527.96
CRYTEEL TRUCK EQUIPMENT	VEHICLE MAINTENANCE	\$207.50
CUTTING EDGE SALES & SERVICE	PRIMER BULB	\$4.71
DENNIS E MERRY	JANITORIAL SVCS	\$1,700.00
DES MOINES REGISTER	DES MOINES REGISTER POLICE A	\$1,783.35
DICKINSON COUNTY NEWS	PUBLICATIONS	\$824.60
DICKINSON COUNTY REGIONAL	GREEN WASTE	\$1,570.00
DICKINSON COUNTY TREASURE	1905 OKBOJI AVE PROPERTY TAX	\$9,496.00
DOG WASTE POT	30 ROLL CASE DOG BAGS	\$119.99
FELD FIRE	VEHICLE MAINT	\$743.69
FINDAWAY WORLD, LLC	BOOKS	\$528.65
GALEN'S PRO-MOW	84E CHAIN	\$67.62
GALEN'S PRO-MOW	SHARPEN BLADES	\$121.17
GORDON FLESCH COMPANY	LASERFICHE	\$75.00
HDR ENGINEERING INC	AIRPORT PROFESSIONAL FEES	\$1,221.50
HEARTLAND PAINT, GLASS, LOC	ADA BUTTON	\$50.00
HELLER ENTERPRISES LLC	1905 OKOBOJI AVE SPRING START	\$211.81
IAFC MEMBERSHIP	MEMBERSHIP 12/2022-11/2023	\$245.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,329.02
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,042.73
INTERSTATE ALL BATTERY CENTER	SUPPLIES	\$108.00
IOWA BARNS	BOOK	\$29.95
IOWA GREAT LAKES SANITARY DIST	SEWER USAGE	\$670.10
IOWA LAKES ELECTRIC COOP	KUCHEL TRAIL LIGHTS ONLY	\$517.00
IOWA ONE CALL	AUGUST CALLS	\$59.50
IPERS	IPERS REGULAR	\$20,061.26
IPERS	IPERS REGULAR	\$20,061.26
JCL SOLUTIONS-JANITORS CLOSET	PARKS SUPPLIES	\$436.01
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES	\$261.58
KIMBALL MIDWEST	STREET SUPPLIES	\$82.02
LAKES NEWS SHOPPER	MONTHLY ADS	\$708.60
LAKES REGIONAL HEALTHCARE	FIRE & RESCUE TESTING	\$343.00
MENARDS - SPENCER	SUPPLIES	\$32.56
MID-AMERICAN RESEARCH CHEMICA	WIPE-OUT	\$500.58
MIDAMERICA BOOKS	BOOKS	\$126.70

MILFORD COMMUNICATIONS	BROADBAND/PHONE	\$1,177.84
MILFORD ELECTRIC INC.	AIRPORT SERVICE CALL	\$75.00
MILFORD MUNICIPAL UTILITY	UTILITIES	\$6,792.13
NEW COOPERATIVE INC.	FIRE DEPT FUEL	\$605.65
NEWMAN SIGNS, INC.	NO SMOKING SIGNS PARKS	\$296.78
NUSOURCE FINANCIAL	DRAWER MOISTURE FIX	\$616.16
OKOBOJI PLUMBING & HEATING INC	TOILET LEAK	\$118.90
OTC BRANDS, INC	PROGRAMMING	\$264.17
OVERDRIVE INC.	EBOOKS/AUDIOBOOKS	\$1,342.25
PENWORTHY COMPANY	BOOKS	\$620.94
R & D INDUSTRIES	MOVE TO 1905 OKOBOJI AVE	\$1,551.87
R & D INDUSTRIES	POLICE DEPT AUGUST BILLING	\$1,879.13
REGIONAL TRANSIT AUTHORITY	1ST QTR FY23 CITY SUPPORT	\$1,875.00
REINSBACH, LEANN	CITY PLANTERS REIMBURSE	\$6,287.40
SAINT JOSEPH CATHOLIC CHURCH	BULLETIN	\$164.00
SCI COMMUNICATIONS, INC	LABOR 1905 OKOBOJI AVE	\$95.00
SHEA'S CLEANING	AUGUST CLEANING	\$350.00
SIBLEY SHEET METAL INC	OLD CITY HALL AIR COND. LABO	\$89.00
SPENCER DAILY REPORTER	POLICE CHIEF AD	\$288.25
STATE LIBRARY OF IA	FY23 OCLC SUBSCRIPTION FEES	\$1,800.00
STEIN LAW OFFICE	AUGUST LEGAL FEES	\$2,882.95
STOREY KENWORTHY	SUPPLIES	\$208.18
STUART C IRBY CO BR983	HIGH PRES SODIUM LAMPS	\$196.25
SUNSHINE FOODS	RETIREMENT	\$200.88
TIGER PRIDE LAWCARE	CITY HALL SERVICE AUGUST	\$75.00
TIGER PRIDE LAWCARE	POLICE DEPT	\$35.00
TITAN MACHINERY	FILTERS	\$68.88
TREAS. - STATE OF IOWA	JULY 2022 SALES TAX	\$871.46
TREASURER, STATE OF IOWA	STATE TAXES	\$4,957.00
TRIPLE S SERVICE LLC	ASH TREE REMOVAL 16TH ST	\$750.00
TRUE VALUE-MILFORD	SUPPLIES	\$152.08
UNITED COMMUNITY BANK FOR PETT	SEPTEMBER POSTAGE	\$63.95
VERIZON WIRELESS	AUGUST SVC	\$285.85
WEDEKING PIT & PLANT	SAND/DIRT/PEAROCK	\$475.31
WICKETT, MASON	CK# 61259 REISSUE LOST	\$18.13
WITTROCK LAWN SERVICE	AUGUST CEMETARY MOW 8/10,8/2	\$750.00
Accounts Payable Total		\$156,319.18
Payroll Checks		\$59,233.50
***** REPORT TOTAL *****		\$215,552.68

Paid from the following funds: General Fund: 129,559.18; Road Use Tax: 22,502.92; Employee Benefits: 20,459.00; Hotel/Motel Tax: 6,287.40; Capital Equipment (LOST): 4,870.00; ARPA Lift Station Project: 4,806.00; Capital Project South Shore AJM: 96.00; New Police Station: 9,496.00; Sewer Utility Fund: 16,859.39; Storm Water Utility Fund: 616.79

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 338,660.55; RUT: 33,882.60; Employee Benefits: 11,219.18; Hotel/Motel: 12,543.29; TIF: 618.51; LMI Fund: 1,459.21; Debt Service: 8,099.74; Capitol Equipment (LOST): 68,010.23; ARPA Lift Station Project: 224,060.13; Capital Project Reserve: 2,918.41; Sewer Utility: 34,788.07; Storm Water Utility: 10,668.09

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

Council reviewed the August Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department minutes. August minutes from Community Center, Park Board, P&Z and Library along with the next month of events, Dickinson County Recycling Commission minutes.

PUBLIC HEARING

Public hearing on submission of CDBG application for water system improvements at 6:34 p.m.

Mayor Anderson opened the public meeting at 6:34 p.m. Mayor Anderson read the public hearing announcement as follows.

A. Explain how the need for the activities was identified.

- The need for the proposed Milford Water Treatment Plant Improvements project is to operate a water treatment facility that provides a consistent supply of quality water while meeting current IDNR regulations.

B. Explain how the proposed activities will be funded and the sources of funds.

- The project will be funded with a combination of CDBG funds and an SRF loan. It is estimated that total project costs will be \$17,470,000.00.

C. Announce the date the CDBG application will be submitted to the State.

- The grant application will be submitted to the Iowa Economic Development Authority no later than October 1, 2022, at midnight.

D. Announce the requested amount of federal funds.

- The City is requesting \$600,000 in CDBG funds for the proposed project.

E. Announce the estimated portion of funds that will benefit low-and-moderate income persons.

- The project will result in a citywide benefit for residents of the Cities of Milford and West Okoboji, Iowa. Based on an LMI survey conducted in August 2022 within both communities, 57.99% of the residents living in the benefited area who will be impacted by the project are of low-and-moderate income.

F. Announce where the proposed activities will be conducted.

- The proposed project activities will take place at the City of Milford Water Treatment Facility.

G. Announce plans to minimize displacement of persons and businesses resulting of funded activities.

- The proposed project will not result in the displacement or relocation of any persons or businesses.

H. Announce plans to assist persons actually displaced.

- No persons will be displaced by the proposed project.

I. Announce the nature of the proposed activities.

The nature of the proposed project involves the construction of a new water treatment plant including related treatment systems, pumps, piping, flocculation and filter systems, ground storage, and electrical components

City Administrator LeAnn Reinsbach mentioned no written or oral comments were received at the City Clerk's office. With no other comments from the public Mayor Anderson closed the public hearing at 6:41 p.m.

ACTION AND DISCUSSION ITEMS

Swearing in of Police Officer Mason Wickett

Mayor Anderson swore in police officer Mason Wickett.

Resolution approving FY2022 Street Finance report

Motion by Yungbluth second by Hinshaw to approve **Resolution 22-74** Resolution approving FY2022 Street Finance report. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing payment #1 to Hulstein Excavating Inc and authorizing change order #2 for the 2022 City of Milford lift station project

Motion by Hoffman second by Eckard to approve **Resolution 22-75** Resolution authorizing payment #1 to Hulstein Excavating Inc and authorizing change order #2 for the 2022 City of Milford lift station project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Motion approving subrecipient Agreement with Milford Municipal Utilities

Motion by Eckard second by Hoffman to approve subrecipient agreement with Milford Municipal Utilities. All voting aye. Motion carried.

Resolution endorsing and authorizing submission of CDBG application

Motion by Yungbluth second by Frederick to approve **Resolution 22-76** Resolution endorsing and authorizing submission of CDBG application. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution setting public hearing on a proposed amended water flow and entry agreement for Lower Gar Lake by and between the City of Milford and Dickinson County

Motion by Yungbluth second by Eckard to approve **Resolution 22-77** Resolution setting public hearing on a proposed amended water flow and entry agreement for Lower Gar Lake by and between the City of Milford and Dickinson County. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried. The public hearing will be October 11th, 2022 at 6:30 p.m.

Approve treatment agreement with Sanitary district on the A34 project

Motion by Hinshaw second by Eckard to approve treatment agreement with the Sanitary District on the A34 project. All voting aye. Motion carried.

Approve CTS testing agreement for South Drainage project

Motion by Hinshaw second by Frederick to approve the CTS testing agreement for the South Drainage project. All voting aye. Motion carried.

Approve City Administrator to attend Fall IMFOA October 19-21, 2022

Motion by Yungbluth second by Eckard to approve City Administrator to attend the Fall IMFOA Conference October 19-21st. All voting aye. Motion carried.

Review and possibly approve Jay Batman to the Board of Adjustments

Motion by Hoffman second by Eckard to approve Jay Batman to the Board of Adjustments. All voting aye. Motion carried.

Discussion on clean up days

Council discussed pro and cons if the city chooses to skip a year on clean up days. Motion by Yungbluth second by Hoffman to authorize staff to work with Waste Management and coordinate a weekend or two in October for clean up days. All voting aye. Motion carried. We will send a notice to the Lakes News Shopper and it will also be posted on the city website.

Change October 10th council meeting to the October 11th due to Columbus Day

Motion by Eckard second by Yungbluth to change the 1st council meeting in October to the 11th due to Columbus Day (city observed holiday). All voting aye. Motion carried.

Approve Mayor to send letter of support for Dickinson County to join the Iowa Statewide Interoperable Communications System

Motion by Eckard second by Hoffman to authorize Mayor Anderson to send a letter of support for Dickinson County to join the ISICS. All voting aye. Motion carried.

Discussion with possible action on Eurasian Watermilfoil in Lower Gar area

Mayor Anderson spoke about the Eurasian Watermilfoil in the lower great lakes area and asked council to consider setting aside some money in the event the DNR requests funding. Motion by Yungbluth second by Eckard to take \$6000.00 from the Water Quality Commission remaining money that the city set aside for this years budget, \$6000.00 for left over Hotel/Motel that is not being used and another \$6000.00 from LOST. If the DNR doesn't request the funding at the end of the fiscal year the city will create a new line item and transfer the funds into set aside money to be used at a later date.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Bill Van Orsdel with the Iowa Great Lakes Association praised the city for stepping up and putting money away in the event there is a need to assist the DNR financially to eradicate Eurasian Watermilfoil. Councilperson Hinshaw asked that we look into the Waste Management contract and inquire on setting up new terms and also contact Town and County to see what company has the best offer. Mayor Anderson has spoken to individuals that will plan to come to an upcoming meeting to talk about C900 pipe versus ductile iron for upcoming city projects that would include updating water lines. With no other discussion, motion to adjourn by Yungbluth second by Hinshaw at 7:18 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk,