

CITY COUNCIL
REGULAR MEETING
FEBRUARY 13, 2023
6:15 PM

The Milford City Council met in regular session February 13, 2023 at 6:15 p.m. in the Community Center Board Room. Mayor Anderson presided.

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

Absent: None

Others present: City Administrator LeAnn Reinsbach, Kent Eilers, Ben Groen, Shilo Brevik.

Mayor Anderson led the Pledge of Allegiance.

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

Councilman Hinshaw questioned if the Police Chief is signing off on all the liquor license. Police Chief Brevik commented he does and if he did not it was an oversight. Motion by Hoffman second by Frederick approve the consent agenda. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Items on the Consent Agenda were as follows:

- Minutes of January 23, 2023 council meeting
- Liquor license renewal for Sunshine Foods
- Amendment to liquor license for Brew Oil, LLC
- Liquor license renewal for Bouncelandia
- Monthly bills- approve and bills paid in vacation

A & B BUSINESS SOLUTIONS	COPIER/COPIES	\$95.30
AFLAC	AFLAC PRE TAX	\$1,108.11
ALLIANT ENERGY	1611 1/2 202ND ST SIGN	\$25.23
AMAZON/SYNCB	LIBRARY SUPPLIES	\$143.29
ANDERSON, GILLIAN	DIY NIGHT, TRUSTEE TRAINING	\$40.16
ARNOLD MOTOR SUPPLY	SUPPLIES	\$1,300.13
AT&T MOBILITY	PD CELL/LAPTOPS	\$430.75
BAKER & TAYLOR INC.	BOOKS	\$823.17
BEACON ATHLETICS	IN GROUND FIRST BASE	\$540.00
BECK ENGINEERING INC	E22084 HELEN AVE RECONSTRUCT	\$43,835.00
BERGLAND AND CRAM ARCHITECTS	20002 MILFORD BUILD DESIGN	\$7,500.00
BLACK HILLS ENERGY	1809 N AVE	\$3,299.57
BOJI WELDING AND SERVICES	SHOP SUPPLIES	\$235.00
BOMGAARS	SHOP SUPPLIES	\$155.92
BROWN SUPPLY	CURB BUMPER GUARD	\$210.00
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	TRAINING HOSS	\$570.48
CARD SERVICES CENTER	WEB HOST 24 MOS	\$1,051.69
CC SCREEN PRINTING	WICKETT CLOTHING	\$138.24
CDW GOVERNMENT	POLICE LAPTOPS	\$9,841.65
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$25,548.80
CERTIFIED TESTING SERVICES INC	G6909 HELEN AVE REPORT	\$2,570.00
CHRISTIANS SHEET METAL	FALL SVC	\$662.82
CITY LAUNDERING CO	JANUARY RUG SVC	\$107.50
COLEMAN, VAUGHN	AIRPORT OCT,NOV,DEC SVC	\$112.00
CONSUMERS LUMBER	PINE/PICNIC TABLES	\$108.54
COOPERATIVE ENERGY COMPANY	FUEL	\$10,774.08
COPPER COTTAGE	BOILER MAINTENANCE	\$958.70
CREATIVE PRODUCT SOURCE	LIBRARY SUPPLIES	\$495.69
D & L CERAMICS	CERAMICS	\$120.00
DENNIS E MERRY	JANITORIAL SVCS	\$1,700.00
DICKINSON COUNTY NEWS	PUBLICATIONS	\$262.48
FINDAWAY WORLD, LLC	BOOKS	\$934.03
FIRE SERV TRAINING BUREAU	TRAINING BOOK	\$137.40
GALLS LLC	MYHRE CLOTHING ALLOWANCE	\$281.73
GCS TECH INC.	FIRE WALL SVC	\$360.00
GENERAL TRAFFIC CONTROLS	SVC OKOBOJI & 6TH	\$675.97
GORDON FLESCH COMPANY	LASERFICHE	\$240.00
GRAHAM TIRE COMPANY	VEHICLE MAINT	\$130.09
GREAT LAKES MOTOR COMPANY	2019 F150 REMOTE	\$550.00
HDR ENGINEERING INC	AIRPORT PROJECT FORMULATION	\$970.59
IA DEPT OF PUBLIC SAFETY	ONLINE WARRENT SYSTEM	\$300.00
IA COMMUNITIES ASSURANCE POOL	INSURANCE A34 MATERIALS	\$202.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,559.21
IOWA DIVISION OF LABOR SERVICE	BOILER CONTROL FAULT 1/18/23	\$80.00
IOWA LAKES ELECTRIC COOP	44 HELEN AVE	\$611.00
IPERS	IPERS REGULAR	\$20,000.14
IPERS	IPERS REGULAR	\$20,000.14
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES	\$126.30
JENNINGS TOW & REPAIR	KEROSENE	\$28.57
KIMBALL MIDWEST	SHOP SUPPLIES	\$283.47
M & T FIRE AND SAFETY	VEHICLE MAINT	\$1,600.60
MENARDS - SPENCER	SHOP SUPPLIES	\$34.32
MENARDS - SPENCER	PARK/SHOP SUPPLIES	\$44.54
MILFORD COMMUNICATIONS	BROADBAND/PHONE	\$1,172.09

MILFORD MUNICIPAL UTILITY	FEBRUARY BILLING	\$11,073.72
NEW COOPERATIVE INC.	FIRE DEPT FUEL	\$886.27
NEW COOPERATIVE INC.	FIRE DEPT FUEL	\$272.89
OVERDRIVE INC.	EBOOKS/AUDIOBOOKS	\$355.94
PURCHASE POWER	POSTAGE	\$201.00
R & D INDUSTRIES	PD JANUARY BILLING	\$1,821.63
SECURE BENEFITS SYSTEMS	EE CONTRIBUTIONS	\$534.47
SECURE BENEFITS SYSTEMS	EE CONTRIBUTIONS	\$364.48
SHEA'S CLEANING	JANUARY SVC	\$350.00
SPENCER HOSPITAL CLINICS	SCREENING	\$100.00
STEIN LAW OFFICE	JANUARY SVC	\$827.50
STOREY KENWORTHY	OFFICE SUPPLIES	\$143.86
SUNSHINE FOODS	LIBRARY	\$4.99
TIGER PRIDE LAWCARE	FIRE DEPT JANUARY SVC	\$70.00
TIGER PRIDE LAWCARE	CITY HALL JANUARY SVC	\$40.00
TITAN MACHINERY	84 BOLD ON EDGE	\$1,493.75
TITAN MACHINERY	STREET DEPT VEHICLE MAINT	\$761.46
TREASURER, STATE OF IOWA	STATE TAX	\$4,480.27
TRUE VALUE-MILFORD	SUPPLIES	\$38.75
UNITED COMMUNITY BANK FOR PETT	FEBRUARY POSTAGE	\$20.98
UNITY POINT CLINIC-OCCUPATIONA	DOT TESTING	\$42.00
VERIZON WIRELESS	JANUARY BILLING	\$285.41
WATCH GUARD	CAMERA	\$545.00
Accounts Payable Total		\$178,872.55
Payroll Checks		\$30,510.59
***** REPORT TOTAL *****		\$209,383.14

Paid from the following funds: General Fund: 101,147.42; Road Use Tax: 26,411.64; Employee Benefits: 18,862.20; Capital Project A34 West: 1,052.50; Helen Ave/S Shore Project: 39,250.00; Public Works Building: 8,772.50; Sewer Utility Fund: 13,686.88; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 829,081.37; RUT: 32,891.49; Employee Benefits: 2,485.87; Hotel/Motel: 884.32; TIF: 6,670.65; LMI Fund: 5,748.06; Debt Service: 27,755.43; Capitol Equipment (LOST); 52,501.38; Capital Project Reserve: 11,496.12; Sewer Utility: 33,127.30; Storm Water Utility: 11,963.95

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

Council reviewed the January Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department minutes and call log. January minutes from Airport Commission, Community Center, Park Board, and Library along with the next month of events, Dickinson County Recycling Commission minutes. Councilman Hoffman had a question on the police report in regards to the percentage of police training the officers are getting per year. Police Chief Brevik explained the officers are required to take 12 hours of continued education per year along for hazmat training.

PUBLIC HEARING

Public hearing relating to maximum property tax dollars for FY2024 at 6:15 p.m.

Mayor Anderson opened the public meeting at 6:20 p.m. City Administrator 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 6:21 p.m.

ACTION AND DISCUSSION ITEMS

Resolution approving FY2024 maximum property tax levy

Motion by Hoffman second by Eckard to approve **Resolution 23-12** Resolution approving FY2024 maximum property tax levy. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Discussion on ordering parts for payloader

Public works director Kent Eilers explained he is needing to order an oil cooler for the payloader which will cost approximately \$3400.00. Motion by Yungbluth second by Eckard to get oil cooler ordered. All voting aye. Motion carried. Council discussed amending the purchasing policy. City Administrator Reinsbach noted she would put a copy of the purchasing policy on the next agenda for review.

Continued discussion on adding a stop sign on 202nd St near Kuchel Trail entrance

Council had a lengthy discussion about adding a stop sign and if the location at the entrance of Kuchel Trails will accomplish slowing down traffic. It was suggested to change the speed limit. Motion by Eckard second by Yungbluth that the city would agree to adding a stop sign if Arnold Park agrees to reduce the speed from 35 mph to 25 mph and revisit the issue in one year. All voting aye, motion carried.

Discuss on City of Milford traffic and safety TEAP Study

The city requested the Department of Transportation do a study to determine the feasibility of reconfiguring the existing four-lane undivided roadway to a three-lane undivided cross section, as well as to review the potential implementation of an emergency vehicle access, through the evaluation of traffic operations and safety impacts at major intersections along the U.S. 71/Okoboji Avenue corridor. The study examined existing traffic patterns, roadway geometry, lane configurations, traffic control, and pedestrian safety within the study limits.

Mayor Anderson reviewed the short-term and long-term recommendations listed below from the TEAP Study (Traffic Engineering Assistance Program)

Short Term Recommendations:

Replace existing signs that fail to meet minimum retroreflective, consistency, and conspicuity standards outlined in the MUTCD.

Update existing pavement markings at or near all intersections as needed and consider the use of painted stop lines at all signalized and unsignalized intersections along the corridor.

Adopt the use of ladder style crosswalks.

Consider the use of one or more trained crossing guard(s) at specified locations (6th Street, 7th Street, or 8th Street intersection) for approximately 30 minutes and no less than the peak 15-minute traffic period to assist with the safe passage of all schoolchildren at the crosswalks during the school morning arrival and afternoon dismissal times.

Relocate the existing School Advance Crossing (MUTCD, S1-1) sign and plaque (W16-9P) assemblies for the northbound and southbound traffic to within 175 feet of the existing marked crosswalks at the U.S. 71/Okoboji Avenue & 6th Street intersection.

Long Term Recommendations:

Restripe the corridor from the existing four-lane undivided to a continuous three-lane undivided cross section beginning at 4th Street through the study area to the north (between 4th Street and IA 86).

Existing sidewalks, curb ramps, and crosswalks (marked and unmarked) that are along pedestrian routes through the length of the corridor improvement should be scheduled for update to include the latest ADAAG and PROWAG requirements, upon implementation of the proposed road diet.

Replace existing pedestrian and traffic signal equipment (poles, countdown timers, cabinets, or detectors) deemed necessary during the proposed roadway conversion. Consider the use of 4-section, flashing yellow arrow (FYA) signal heads for all northbound and southbound left turn movements at signalized intersections along the corridor.

Consider the installation of an emergency vehicle warning sign with activated flashing beacon at the 19th Street intersection.

Consider providing pedestrian equipment (pushbuttons and countdown timers) at the U.S. 71/Okoboji Avenue & IA 86 intersection.

Consider the redesign of the U.S. 71/Okoboji Avenue & 13th Street intersection to improve the intersection turning radii.

Mayor Anderson commented there will be more discussion with the DOT and asked that the study be sent to the school district and put on the city website.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach informed the mayor and council that plans for the new public works building are progressing. Bergland and Cram will be onsite on Wednesday this week for a HVAC and electric coordination meeting. Reinsbach also informed council the CDBG grant for MMU was not granted and explained there was not enough funds to go around. The next time they could apply would potentially be October 1st. In order to reapply for the grant MMU will have to have a IDNR construction permit in hand. With no other discussion, motion to adjourn by Yungbluth second by Hinshaw at 7:01 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk