

CITY COUNCIL
REGULAR MEETING
MAY 8, 2023
6:30 PM

The Milford City Council met in regular session May 8, 2023 at 6:30 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, Gunner Martyr, Doug Foreshoe, Angie Cook and Steve Schwaller.

Mayor Anderson led the Pledge of Allegiance.

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

Motion by Eckard 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 April 24, 2023 council meeting
- Monthly bills- approve and bills paid in vacation

| | | |
|--------------------------------|-----------------------------|--------------|
| 4 EVERGREEN | MILFORD SIGN FIX | \$27,337.56 |
| A & B BUSINESS SOLUTIONS | COPIER/COPIES | \$74.79 |
| A & M SERVICES INC. | APRIL RUGS | \$49.50 |
| AFLAC | AFLAC PRE TAX | \$738.74 |
| ALLIANT ENERGY | 1611 1/2 202ND ST SIGN | \$19.55 |
| AMAZON CAPITAL SERVICES | DVDS | \$166.19 |
| ANDERSON, GILLIAN | SUPPLIES PAINT/CRAFTS NITE | \$537.93 |
| ADVANCED NETWORK PROFESSIONALS | HALF NETWORK SWITCH | \$6,279.78 |
| ARNOLD MOTOR SUPPLY | SUPPLIES | \$1,116.33 |
| AT&T MOBILITY | PD CELL/LAPTOPS | \$430.55 |
| BAKER & TAYLOR INC. | BOOKS | \$1,201.95 |
| BALLIS, MELISSA | MILEAGE REIMBURSE | \$272.48 |
| BARCO MUNICIPAL PROD. INC | SNOW SUPPLIES | \$1,686.75 |
| BECK ENGINEERING INC | E23018 PW BUILDING | \$18,728.25 |
| BERGLAND AND CRAM ARCHITECTS | 20002 PUBLIC WORKS BLDG | \$83,125.00 |
| BLACK HILLS ENERGY | MARCH FIRE DEPT | \$2,033.17 |
| C & B OPERATIONS, LLC | VEHICLE MAINT | \$152.97 |
| C & B OPERATIONS, LLC | JD UTILITY TRACTOR MAINT | \$418.66 |
| CANON FINANCIAL SERVICES | LIBRARY COPIER | \$71.83 |
| CARD SERVICES CENTER | TASER INST | \$1,056.02 |
| CARD SERVICES CENTER | SYMPATHY PLANT | \$107.00 |
| CARROLL CONSTRUCTION SUPP | 6TH ST CROSSWALK SUPPLIES | \$172.94 |
| CC SCREEN PRINTING | FIRE DEPT BAGS | \$40.00 |
| CDW GOVERNMENT | DELL 5430 | \$2,013.74 |
| CENGAGE LEARNING | BOOKS | \$47.98 |
| CENTRAL STATES SOUTHEAST & SOU | EE HEALTHCARE | \$31,936.00 |
| CERTIFIED TESTING SERVICES INC | SL3335 13TH ST LIFT STATION | \$512.50 |
| CHRISTIANS SHEET METAL | SPRING SERVICE ALL UNITS | \$748.65 |
| CITY OF SPENCER | COOP TESTING JAN 23 | \$101.24 |
| COFFMAN'S LOCKSMITH SHOP | PARKS SERVICE | \$132.00 |
| COOPERATIVE ENERGY COMPANY | FUEL | \$3,322.48 |
| CREATIVE PRODUCT SOURCE | SUPPLIES | \$251.15 |
| CUMMINS SALES & SERVICE | MAINT. G090014562 | \$1,799.65 |
| DENNIS E MERRY | JANITORIAL SVCS | \$1,700.00 |
| DICKINSON COUNTY NEWS | PUBLICATIONS | \$395.21 |
| DICKINSON COUNTY REGIONAL | GREEN WASTE | \$500.00 |
| DICKINSON COUNTY REGIONAL | GREEN WASTE | \$640.00 |
| FASTENAL | SUPPLIES | \$13.66 |
| FASTENAL | PARKS SUPPLIES | \$104.44 |
| FIRE SERV TRAINING BUREAU | FF1 FOR CODY PETERSEN | \$50.00 |
| GENERAL TRAFFIC CONTROLS | WIND DAMAGE 71&86 | \$1,696.00 |
| GRAHAM TIRE COMPANY | PARKS TIRES | \$4,255.00 |
| H & D UNDERGROUND, INC. | 15-18 CLOVER BORING | \$1,920.00 |
| HDR ENGINEERING INC | AIRPORT PROJECT | \$440.76 |
| HELLER ENTERPRISES LLC | FD BACKFLOW TESTING | \$300.00 |
| HULSTEIN EXCAVATING, INC. | #3 LIFT STATION PROJECT | \$415,786.50 |
| IA DEPT OF PUBLIC SAFETY | ONLINE WARRANT SYSTEM | \$300.00 |
| INTERNAL REVENUE SERVICE | FED/FICA TAX | \$9,919.92 |
| IOWA LAKES ELECTRIC COOP | KUCHEL TR LIGHTS | \$406.00 |
| IPERS | IPERS REGULAR | \$12,999.74 |
| IPERS | IPERS REGULAR | \$12,999.74 |
| JCL SOLUTIONS-JANITORS CLOSET | SUPPLIES | \$167.69 |
| JCL SOLUTIONS-JANITORS CLOSET | FD SUPPLIES | \$163.74 |
| M & T FIRE AND SAFETY | SERVICE | \$97.62 |
| MENARDS - SPENCER | SUPPLIES | \$534.55 |
| MENARDS - SPENCER | PARK SUPPLIES | \$178.98 |
| MENARDS - SPENCER | STREET LIGHT WIRE | \$111.23 |
| MID-IOWA SOLID WASTE EQUIPMENT | TYMCO SWEEPER BROOMS | \$1,375.82 |
| MIDWEST FIRE EQUIPMENT & REPAI | FD VEHICLE MAINT | \$688.20 |

| | | |
|--------------------------------|------------------------------|--------------|
| MILFORD COMMUNICATIONS | BROADBAND/PHONE | \$845.56 |
| MILFORD MUNICIPAL UTILITY | UTILITES | \$7,586.13 |
| NEW COOPERATIVE INC. | FIRE DEPT FUEL | \$179.71 |
| NWIPDC | FINAL SHIELD DRAW 2023 | \$2,524.00 |
| PURCHASE POWER | POSTAGE | \$201.00 |
| R & D INDUSTRIES | PD APRIL BILLING | \$1,918.48 |
| SCHULTZ, BECCA | SUPPLIES SPRING COLOR CONTES | \$43.44 |
| SECURE BENEFITS SYSTEMS | EE CONTRIBUTIONS | \$364.48 |
| SIMMERING CORY IA CODE | APRIL 2023 SUPPLEMENT | \$157.00 |
| SIoux SALES COMPANY | WICKETT TROUSER | \$89.90 |
| SIoux SALES COMPANY | CHIEF BADGE | \$145.95 |
| SMART APPLE MEDIA | BOOKS | \$71.89 |
| STEARNS, PAIGE | YOUNG ADULT PROGRAMMING | \$4.27 |
| STEIN LAW OFFICE | APRIL LEGAL | \$1,329.24 |
| STOREY KENWORTHY | LIBRARY SUPPLIES | \$73.96 |
| STUART C IRBY CO BR983 | STREET LIGHTS | \$1,212.80 |
| SUNSHINE FOODS | LIBRARY SUPPLIES | \$41.53 |
| THE SHERWIN-WILLIAMS CO. | GAUGE/PAINT ROADS/CURBS | \$4,211.15 |
| TIM READ | FINAL PMNT FOR 7/12/23 EVENT | \$400.00 |
| TREASURER, STATE OF IOWA | STATE TAX | \$2,833.21 |
| TRUE VALUE-MILFORD | SUPPLIES | \$490.48 |
| UNITED COMMUNITY BANK FOR PETT | POSTAGE | \$7.60 |
| VERIZON WIRELESS | APRIL SERVICE | \$285.33 |
| WEB GRAPHICS INC. | ENVELOPES | \$393.38 |
| WEDEKING PIT & PLANT | GRAVEL/CRUSHED ROCK | \$445.90 |
| Accounts Payable Total | | \$667,284.78 |
| Payroll Checks | | \$29,344.36 |
| ***** REPORT TOTAL ***** | | \$696,629.14 |

Paid from the following funds: General Fund: 90,886.98; Road Use Tax: 20,396.22; Employee Benefits: 25,149.60; Hotel/Motel Tax: 27,660.41, Capital Equipment (LOST): 4,255.00; ARPA Lift Station Project: 418,321.00; Capital Project A34 West: 4,785.00; Helen Ave/S Shore Project: 2,260.00; Public Works Building: 88,183.75; Sewer Utility Fund: 14,531.18; Storm Water Utility Fund: 200.00

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 571,185.64; RUT: 37,202.26; Employee Benefits: 148,036.23; Hotel/Motel: 913.56; TIF: 284,302.31; LMI Fund: 5,938.15; Debt Service: 122,106.97; Capitol Equipment (LOST); 4,567.81; Capital Project Reserve: 16,676.31; Sewer Utility: 35,308.24; Storm Water Utility: 12,594.02

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

Council reviewed the April Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department minutes and call log, Fire Advisory Board minutes. April 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 new public works building at 6:30 p.m.

Mayor Anderson opened the public meeting at 6:33 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 6:34 p.m.

ACTION AND DISCUSSION ITEMS

Resolution approving plans, specifications, form of contract, estimated total cost of project, for the 2023 City of Milford new public works facility

Motion by Yungbluth second by Eckard to approve **Resolution 23-36** Resolution approving plans, specifications, form of contract, estimated total cost of project, for the 2023 City of Milford new public works facility. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution awarding bid for the 2023 City of Milford public works facility project

Motion by Yungbluth second by Eckard to approve **Resolution 23-37** Resolution awarding bid for the 2023 City of Milford public works facility project. The project has a base bid of \$3,277,000.00 from Kingland Construction and had 5 alternates to decide on. Council approved the following three alternates. Alternate 1 is to pave M Ave for \$190,000.00, Alternate 3 is to use spray foam insulation and Alternate 5 is for the labor to connect a 300-KW diesel generator between the fire station and public works building for \$57,000.00. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Yungbluth and Eckard. Nay: None. Motion carried.

Resolution authorizing payment #4 to Hulstein Excavating, Inc. for the 2022 City of Milford 13th St. lift station project.

Motion by Eckard second by Hinshaw to approve **Resolution 23-38** Resolution authorizing payment #4 to Hulstein Excavating, Inc. for the 2022 City of Milford 13th St. lift station project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, and Eckard. Nay: Yungbluth. Motion carried.

Review both CTS and CVT approve one for testing during Public Works/Parks building project

Council reviewed quotes from CTS and CVT. Motion by Yungbluth second by Eckard to go with CTS (Certified Testing Services, Inc) to do testing during the building project. All voting aye. Motion carried.

Review quote from Esco lighting for MILFORD letters on south welcome to Milford sign and discuss color options.

The landscaping around the south welcome to Milford is done and we received a quote for new MILFORD letters for \$2112.00. Public Work Director Kent Eilers ask council if they would consider getting 2-sets as next year the plan is to

redo the north sign. Motion by Yungbluth second by Hinshaw to order 2 sets and let Kent and LeAnn pick out a color. All voting aye. Motion carried.

Discussion on adding an ordinance related to sump pump or drainage limitations

City Administrator Reinsbach spoke about adding a sump pump ordinance. Council agreed and asked that she work with City Attorney Dave Stein to come up with a draft to review at an upcoming council meeting.

Funding discussion for Blue Water Festival

Motion by Hinshaw second by Eckard to approve \$1000.00 in funding to be paid out of the hotel/motel fund. All voting aye. Motion carried.

Discussion on 23rd St.

Council reviewed an estimate of \$5603.00 to fix a portion of 23rd St. as you enter the Boji Junction parking lot from the south. Councilman Hoffman explained the cost would be split in 3-ways being paid by the city, Boji Junction and Tim Kinnetz. Public Works Director Kent Eilers and Jason with Beck Engineering have walked this section a while back and pointed out deficiencies and probably needs to be walked again. City Attorney Dave Stein asked if the property in question was the cities or a private road? City Administrator Reinsbach said it is a private road. Based on the fact it is a private road, which has not been accepted by the city, Stein suggested that if the city were to get involved a written agreement should be in place. This ensures any repairs done, meet city standards before we would accept the conveyance of the street. Councilman Yungbluth feels the city should not be spending tax payer dollars unless we know the street would come back to the city. After some discussion it was suggested that Dave work on drafting an agreement. Eilers is going to get with Jason at Beck Engineering to review 23rd St. and survey what belongs to the city. At the end of the day, the city would like the repairs done on 23rd before the city would accept the street. Discussion on 23rd street will be on the first meeting in June to allow Beck Engineering to do some surveying. No formal action taken.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

With no other discussion, motion to adjourn by Yungbluth second by Eckard at 7:30 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk