

CITY COUNCIL
REGULAR MEETING
DECEMBER 11, 2023
6:30 PM

The Milford City Council met in regular session December 11, 2023 at 6:30 p.m. in the Community Center Board Room.

Mayor Anderson presided.

Members present: Doug Frederick, Shane Hoffman, David Worshek and Jason Eckard.

Absent: Chris Hinshaw

Others present: City Administrator LeAnn Reinsbach, Police Chief Shilo Brevik, Public Works Director Kent Eilers, Kyle Mohni, Dean & Susan Reiser, Blaine Andrea, Andrew Lux, Angela Kofoot, Bob Shaw, Andrew Fisher, Andy Wolf, Erin Reed, Rebecca Peters, Jessica Amendt and Bob Kirschbaum.

Mayor Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes of November 27, 2023 council meeting
- Monthly bills- approve and bills paid in vacation

A & B BUSINESS SOLUTIONS	COPIER/COPIES	\$61.89
A & M SERVICES INC.	NOVEMBER SVC	\$49.50
AFLAC	AFLAC PRE TAX	\$690.14
ALLIANT ENERGY	1611 1/2 202ND ST SIGN	\$25.33
ADVANCED NETWORK PROFESSIONALS	NOVEMBER SVC	\$837.40
ARNOLD MOTOR SUPPLY	SUPPLIES	\$1,205.96
AT&T MOBILITY	PD CELL/LAPTOPS	\$430.95
BAKER & TAYLOR INC.	BOOKS	\$665.98
BECK ENGINEERING INC	E23018 PW PROJECT	\$9,304.00
BLACK HILLS ENERGY	FD 1809 N AVE	\$798.30
BLACKTOP SERVICE COMPANY	HOT MIX	\$3,560.60
BOILER & PRESSURE VESSEL	MILFORD FIRE DEPARTMENT	\$80.00
BOMGAARS	SUPPLIES	\$44.94
BORDER STATES INDUSTRIES	2X4 LED TROFFER	\$412.50
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	FIRE DEPT	\$731.34
CARD SERVICES CENTER	COUNCIL WORKSHOPS	\$1,124.02
CARLA RADCLIFFE	SHADES OFFICE/BOARDROOM	\$1,050.00
CC SCREEN PRINTING	WICKETT UNIFORM	\$318.20
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$28,777.60
CERTIFIED TESTING SERVICES INC	SL3506 PW BUILDING	\$3,446.50
CHRISTIANS SHEET METAL	BOARD ROOM RUUD EQUIPMENT	\$10,350.00
CHRISTIANS SHEET METAL	FALL SERVICE	\$550.00
COFFMAN'S LOCKSMITH SHOP	POLICE DEPARTMENT	\$65.00
COOPERATIVE ENERGY COMPANY	FUEL	\$3,849.63
COPPER COTTAGE	BOILER MAINTENANCE	\$2,285.48
DENNIS E MERRY	JANITORIAL SVCS	\$2,000.00
DES MOINES REGISTER	SUBSCRIPTION	\$30.00
DICKINSON COUNTY AUDITOR	ELECTION COSTS	\$1,015.88
DICKINSON COUNTY NEWS	PUBLICATIONS	\$55.00
DICKINSON COUNTY NEWS	PUBLICATIONS	\$695.37
DICKINSON COUNTY REGIONAL	GREEN WASTE	\$2,156.00
DISPLAY SALES COMPANY	LED BULBS XMAS LIGHTS	\$384.00
FOSTORIA GUN RANGE	ANNUAL MEMBERSHIP-11/2024	\$365.00
GENERAL TRAFFIC CONTROLS	SERVICE HWY 71 & 6TH,10TH,13TH	\$9,424.00
HELLER ENTERPRISES LLC	SPRINKLER WINTERIZATION PD	\$315.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,986.62
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$11,710.49
IOWA LAKES ELECTRIC COOP	KUCHEL TRAIL LIGHTS ONLY	\$319.00
IOWA ONE CALL	OCTOBER CALLS	\$234.10
IPERS	IPERS PROTECTN	\$14,739.35
IPERS	IPERS REGULAR	\$14,739.35
JACK'S UNIFORMS & EQUIP.	AXNE UNIFORM	\$633.64
LAKES NEWS SHOPPER	MONTHLY ADS	\$901.00
LAKES REGIONAL HEALTHCARE	DOT TESTING	\$35.00
LOFFLER	CONTRACT CHG 9/2023-12/2023	\$104.68
M & T FIRE AND SAFETY	FD SERVICE PUMP TESTS	\$1,707.58
MENARDS - SPENCER	PARKS/STREET SUPPLIES	\$377.36
MICHAEL TODD & CO., INC	SEWER SUPPLIES	\$349.81
MIDWESTERN MECHANICAL INC.	ANNUAL FIRE SPRINKLER INSP	\$335.00
MIKE LOPER	COMM CTR CANCELLATIONREIMBURS	\$150.00

MILFORD COMMUNICATIONS	BROADBAND/PHONE	\$1,006.11
MILFORD MUNICIPAL UTILITY	NOVEMBER BILLING CORRECTION	\$45.89
MILFORD MUNICIPAL UTILITY	UTILITIES	\$6,967.58
NORTH CENTRAL INT'L, INC.	ACCT# 47960	\$4,244.02
NWIPDC	3RD DRAW SHIELD FY24	\$3,500.00
PEDERSON ELECTRIC	LIBRARY FIREPLACE SET UP	\$1,400.00
PIXLER ELECTRIC	SHED METER/RODS	\$2,234.00
US POSTAL SERVICE	BOX 536 YEARLY FEE	\$142.00
PUMPKIN PEOPLE & PRODUCE	BOOK	\$14.09
RDG PLANNING & DESIGN	HOUSING STUDY - OCT 31ST	\$875.00
REGIONAL TRANSIT AUTHORITY	2ND QRT CITY SUPPORT FY24	\$1,875.00
REINSBACH, LEANN	MILEAGE/BUS EXPENSE REIMBURSE	\$28.66
RENT ALL, INC - SPENCER	STUMP GRINDER	\$295.00
DALTON RUCKER	FUEL REIMBURSEMENT	\$52.87
SECURE BENEFITS SYSTEMS	EE CONTRIBUTIONS	\$319.98
SHEA'S CLEANING	JANITORIAL FIRE STATION NOV	\$315.00
SHILO BREVIK	BOOT REIMBURSEMENT	\$203.29
STEIN LAW OFFICE	NOVEMBER SVC	\$2,277.05
STOREY KENWORTHY	LIBRARY SUPPLIES	\$205.54
SUNSHINE FOODS	LIBRARY SUPPLIES	\$3.19
TREAS. - STATE OF IOWA	OCTOBER 2023 SALES TAX	\$854.75
TREASURER, STATE OF IOWA	STATE TAXES	\$3,393.92
TRUE VALUE-MILFORD	SUPPLIES	\$122.07
UMB BANK	GO BDS SERIES 2022	\$210,962.50
UMB BANK	GO REFUNDING BONDS SRS 2021	\$63,617.50
UMB BANK	GO BONDS SRS 2020	\$2,350.00
VERIZON WIRELESS	NOVEMBER SVC	\$202.57
WEB GRAPHICS INC.	WINDOW ENVELOPES	\$228.81
WINTHER STAVE & CO. LLP	ASSISTANCE FY23 URBAN RENEWAL	\$900.00
ZIEGLER INC.	BACKHOE LOADER	\$117,150.37
Accounts Payable Total		\$555,597.73
Payroll Checks		\$65,592.64
***** REPORT TOTAL *****		\$621,190.37

Paid from the following funds: General Fund: 152,437.93; Economic Development: 900.22; Road Use Tax: 15,236.49; Employee Benefits: 21,089.47; Police Forfeiture: 158.99; Debt Service: 276,930.00; Capital Equipment (LOST): 120,710.97; Capital Project South Shore: 299.00; Public Works Building: 8,126.50; Sewer Utility Fund: 18,153.01; Storm Water Utility Fund: 7,147.79

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 146,994.74; RUT: 36,760.48; Employee Benefits: 26,452.49; Hotel/Motel: 25,229.37; TIF: 60,799.75; LMI Fund: 6,155.89; Debt Service: 29,489.60; Capitol Equipment (LOST): 89,035.41; Capital Project Reserve: 12,311.79; Sewer Utility: 43,592.00; Storm Water Utility: 12,443.42

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

Council reviewed the November Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department minutes and call log, November minutes Community Center, Planning & Zoning, Library along with the next month of events and Dickinson County Recycling Commission minutes.

ACTION AND DISCUSSION ITEMS

Dickinson County Trails update and funding request- Erin Reed

Erin Reed passed out information with an approximate number of \$8,710.00 for budgeting purposes for FY2025. She will have a better idea after the 1st of the year and will come back with a formal request. The council will review during budget discussion; no action was taken.

Milford Commercial Club funding request- Susan Reiser

Susan Reiser representing the Milford Commercial Club was present to request \$5,500.00 in funding. The council will consider the request during budget discussion; no action was taken.

Pierson Lakes Art Center funding request- Bob Kirschbaum

Bob Kirschbaum with Pierson Lakes Art Center spoke to the council and is requesting \$2,000.00 in funding. The council will review during budget discussion; no action was taken.

YMCA- funding request with Andrew Fisher

Andrew Fisher with the YMCA spoke regarding funding and is asking for \$7,500.00. The council will review during budget discussion; no action was taken.

Okoboji Tourism funding request- Rebecca Peters

Okoboji Tourism Director Rebecca Peters asked the council to consider a \$10,000.00 donation from the hotel motel tax dollars. The council will review during budget discussion; no action was taken.

Voluntary Action Center (Meal on Wheels) funding request

Angela Kofoot with the Voluntary Action Center spoke on the need for funding for Meals on Wheels. Angela is asking \$2,500.00. The council will review during budget discussion; no action was taken.

Discovery House annual funding request- Director Jessica Amendt

Jessica with Discovery House said they have a new location in Spencer and asked the council to consider funding for the next year. No amount was given. The council will review during budget discussion; no action was taken.

Mayor to appoint Kirb Walters to the Milford Municipal Utilities Board of Trustees

Mayor Anderson recommended appointing Kirb Walters to the Milford Municipal Board of Trustees. This appointment will fill a new term starting January 2024. Current Trustee Ken Behrends is not running for another term. Motion by Hoffman second by Worshek to approve the recommendation made by Anderson. All voting aye: Motion carried.

Set public hearing on FY2023/2024 budget amendment for January 22, 2024 at 6:30p.m.

Motion by Hoffman second by Eckard to set a public hearing for January 22, 2024 as the date for a public hearing on a budget amendment for FY2023/2024. All voting aye. Motion carried.

Resolution approving agreement

Motion by Eckard second by Hoffman to approve **Resolution 23-98** Resolution approving agreement. Roll call vote. Voting aye: Frederick, Hoffman, Worshek and Eckard. Nay: None. Motion carried.

Resolution authorizing payment to Ziegler Inc. for purchase of a caterpillar backhoe.

Motion by Hoffman second by Worshek to approve **Resolution 23-99** Resolution authorizing payment to Ziegler Inc. for purchase of a caterpillar backhoe. Roll call vote. Voting aye: Frederick, Hoffman, Worshek and Eckard. Nay: None. Motion carried.

Resolution regarding longevity pay

Motion by Hoffman second by Eckard to approve **Resolution 23-100** Resolution regarding longevity pay. Roll call vote. Voting aye: Frederick, Hoffman, Worshek and Eckard. Nay: None. Motion carried.

Resolution authorizing fund transfers for FY2024

Motion by Eckard second by Hoffman to approve **Resolution 23-101** Resolution authorizing fund transfers for FY2024. Roll call vote. Voting aye: Frederick, Hoffman, Worshek and Eckard. Nay: None. Motion carried.

Resolution authorizing fund transfer for police station internal loan

Motion by Eckard second by Hoffman to approve **Resolution 23-102** Resolution authorizing fund transfer for police station internal loan. Roll call vote. Voting aye: Frederick, Hoffman, Worshek and Eckard. Nay: None. Motion carried.

Resolution authorizing payment #5 to Kingland Construction Services for the Milford Public Works building.

Reinsbach mentioned the payment is #6, this was a clerical typo. Motion by Eckard second by Hoffman to approve **Resolution 23-103** Resolution authorizing payment to Kingland Construction Services for the Milford Public Works building. Roll call vote. Voting aye: Frederick, Hoffman, Worshek and Eckard. Nay: None. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Reinsbach mentioned she received an email back from Dallas with Cornell Abstract regarding the city R-O-W along the bike trail starting along A34/13th St. going north. She sent it to City Attorney Dave Stein to review. Reinsbach communicated that she has received most budgets from depart heads and should have the rest by the end of the week. Mayor Anderson thanked Jason Eckard for his time and dedication to the city council. Police Chief Shilo Brevik stated he had just come from the City of West Okoboji in regards to updating the 28 E Agreement for police protection. With no other discussion, motion to adjourn by Eckard second by Hoffman at 7:16 p.m. All voting aye. Motion carried.

Respectfully submitted,

Steven R. Anderson, Mayor

LeAnn Reinsbach, City Administrator/Clerk