

CITY COUNCIL  
REGULAR MEETING  
JANUARY 8, 2024  
6:30 PM

The Milford City Council met in regular session January 8, 2024 at 6:30 p.m. in Community Center board room. Mayor Anderson presided.

Members present: Chris Hinshaw, Doug Frederick, Shane Hoffman, David Worshek and Kyle Mohni.

Absent: None

Others present: City Administrator LeAnn Reinsbach, Police Chief Shilo Brevik, Public Works Director Kent Eilers, Brad Shumway, Drew Hage, Connie Rhodes, Rebecca Graves, John Hight and Tim Fairchild.

Mayor Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes of December 11, 2023 council meeting
- Liquor license renewal for Brew Oil #15
- Monthly bills- approve and bills paid in vacation

A & M SERVICES INC.	DECEMBER SVC	\$49.50
AFLAC	AFLAC PRE TAX	\$690.14
ALLIANT ENERGY	1611 1/2 202ND ST SIGN	\$78.02
ALPHA WIRELESS COMM. CO.	KNOB KITS	\$17.74
AMAZON CAPITAL SERVICES	BOOKS	\$183.53
ANDERSON, GILLIAN	MISC REIMBURSEMENT	\$231.39
ADVANCED NETWORK PROFESSIONAL	CONTRACT LABOR HOURS	\$5,841.40
ARNOLD MOTOR SUPPLY	SUPPLIES	\$2,014.20
AT&T MOBILITY	PD CELL/LAPTOPS	\$430.95
AXON ENTERPRISE, INC.	CAMERA BUNDLE/SUPPLIES	\$3,422.86
BAKER & TAYLOR INC.	BOOKS	\$932.29
BECK ENGINEERING INC	FLORENCE PARK IMPROVEMENTS	\$20,987.50
BERGLAND AND CRAM ARCHITECTS	20002 PUBLIC WORKS PROJECT	\$6,040.43
BOB CORNELL CONSTRUCTION	POLICE DEPT REMODEL	\$79,999.20
BOMGAARS	STREET SUPPLIES	\$29.99
C & B OPERATIONS, LLC	VEHICLE MAINT	\$283.82
CANON FINANCIAL SERVICES	LIBRARY COPIER	\$71.83
CARD SERVICES CENTER	CONFERENCE	\$447.22
CARD SERVICES CENTER	SHIPPING	\$86.74
CARD SERVICES CENTER	PW STREET LIGHT BASES	\$934.20
CARD SERVICES CENTER	SUPPLIES	\$85.60
CENGAGE LEARNING	BOOKS	\$143.94
CENTER POINT LARGE PRINT	BOOKS	\$539.28
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	\$35,972.00
CERTIFIED TESTING SERVICES INC	SL3506 PW BLDG	\$204.00
CITY OF SPENCER	JUNE 23 COOP TESTING	\$187.04
COFFMAN'S LOCKSMITH SHOP	COMM CTR KEYS	\$60.00
COLEMAN, VAUGHN	AIRPORT SEPT-DEC CLEAN	\$252.00
COOPERATIVE ENERGY COMPANY	FUEL	\$3,582.74
DENNIS E MERRY	JANITORIAL SVCS	\$2,000.00
DES MOINES REGISTER	MILFORD LIBRARY SUBSCRIPTIO	\$30.00
DICKINSON COUNTY	CRUSHED CONCRETE	\$740.16
DICKINSON COUNTY REGIONAL	GREEN WASTE	\$2,068.00
ELAN CITY, INC	SOLAR SPEED SIGNS	\$9,350.00
FASTENAL	SHOP SUPPLIES	\$118.23
GABE FLYNN	MILFORD LIBRARY BOOKS	\$85.00
GALEN'S PRO-MOW	SUPPLIES	\$164.58
GORDON FLESCH COMPANY	LASERFICHE FD	\$101.60
GRAHAM TIRE COMPANY	POLICE DEPT	\$928.86
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$16,413.52
INTERNAL REVENUE SERVICE	FED/FICA TAX	\$10,884.40
IOWA FIREFIGHTERS ASSOCIATION	FIRE DEPT MEMBERSHIP DUES	\$814.00
IOWA LAKES ELECTRIC COOP	KUCHEL TRAIL	\$406.00
IOWA LAW ENFORCEMENT ACADEMY	AXNE MMPI EVAL	\$150.00
IOWA ONE CALL	NOVEMBER LOCATES	\$49.80
IPCA	MEMBERSHIP RENEWAL-12/2024	\$125.00
IPERS	IPERS PROTECTN	\$16,335.84
IPERS	IPERS REGULAR	\$16,335.84
JACK'S UNIFORMS & EQUIP.	AXNE UNIFORM	\$821.37
JENSEN DEVELOPMENT COMPANY	DECEMBER 2023 TIF PAYMENT	\$6,060.78
JOHNSTON HY-VEE	MEALS ILEA LOGAN AXNE	\$2,596.84
K.C.NIELSON, LTD	PARKS REPAIRS/MAINT	\$487.00
KIMBALL MIDWEST	VEHICLE MAINT	\$628.60
KINGLAND CONSTRUCTION SEVICE	PAY APP #6 PUBLIC WRKS BLDG	\$625,913.84
KNIGHT PROTECTION	FIRE SYSTEM MONITORING-12/202	\$500.00

KUCH BUILDERS INC	DECEMBER 23 TIF PAYMENT	\$78,109.19
LAKES NEWS SHOPPER	PZ ADS	\$207.20
MID-AMERICAN RESEARCH CHEMICAL	SEWER DEPT CHEMICALS	\$953.86
MID-IOWA SOLID WASTE EQUIPMENT	SEWER MAINT/SUPPLIES	\$2,056.48
MIDWEST BREATHING AIR L.L.C.	QTRLY AIR TEST	\$228.00
MILFORD COMMUNICATIONS	BROADBAND/PHONE	\$1,098.79
MILFORD MUNICIPAL UTILITY	DECEMBER SVC	\$8,581.63
MYHRE, MATT	FUEL/MEAL REIMBURSEMENT	\$209.73
NEW COOPERATIVE INC.	FIRE DEPT FUEL	\$190.09
NORTH CENTRAL INT'L, INC.	ACCT# 47960	\$7,424.57
OKOBOJI INN & SUITES	DECEMBER 2023 TIF PAYMENTS	\$35,265.24
PLAYAWAY PRODUCTS	BOOKS	\$532.40
PURCHASE POWER	POSTAGE	\$364.53
THE RADAR SHOP	RECERTIFY RADAR UNITS	\$320.00
RDG PLANNING & DESIGN	HOUSING STUDY - NOV 30TH	\$1,750.00
REINSBACH, LEANN	MILEAGE REIMBURSEMENT	\$39.30
RENT ALL, INC	HARD HAT/HELMET SYSTEM	\$236.89
DALTON RUCKER	FUEL REIMBURSEMENT	\$151.63
SAFCO PRODUCTS CO.	DECEMBER 2023 TIF PAYMENT	\$21,585.05
SANDRY FIRE SUPPLY	SUPPLIES	\$158.00
SHEA'S CLEANING	DECEMBER JANITORIAL FD	\$315.00
SPENCER REPORTER	LIBRARY YRLY SUBSCRIPTION	\$99.00
STEIN LAW OFFICE	DECEMBER SVC	\$2,720.58
STOREY KENWORTHY	SUPPLIES	\$373.03
SUNSET LAW ENFORCEMENT	SUPPLIES	\$1,223.75
SUNSHINE FOODS	SUPPLIES	\$87.57
THOMPSON SOLUTIONS GROUP	OVER HEATING FIRE DEPT	\$3,137.40
TIGER PRIDE LAWCARE	POLICE DEPT DECEMBER SVC	\$75.00
TIGER PRIDE LAWCARE	DECEMBER SVC FIRE DEPT	\$35.00
TREAS. - STATE OF IOWA	NOVEMBER SALES TAX	\$769.70
TREASURER, STATE OF IOWA	STATE TAX	\$3,855.88
TRIPLE S SERVICE LLC	TREE SVC	\$4,300.00
TRUE VALUE-MILFORD	SUPPLIES	\$94.35
UMB BANK	GO 2022 ADMINISTRATIVE FEES	\$600.00
UNITED COMMUNITY BANK FOR PETT	POSTAGE	\$95.50
VERIZON WIRELESS	MONTHLY SVC	\$222.57
ZIEGLER INC.	VEHICLE MAINT	\$11.76
Accounts Payable Total		\$1,039,051.64
Payroll Checks		\$87,052.66
***** REPORT TOTAL *****		\$1,126,104.30

Paid from the following funds: General Fund: 169,612.65; Economic Development: 1,750.00; Road Use Tax: 20,701.78; Employee Benefits: 26,873.20; TIF: 141,020.26; Debt Service: 600.00; Capital Equipment (LOST):24,177.50; Capital Project A34 West: 877.50; New Police Station: 79,999.20; Public Works Building: 632,260.77; Sewer Utility Fund: 20,290.87; Storm Water Utility Fund: 7,940.57

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 179,536.32; RUT: 39,999.22; Employee Benefits: 8,939.23; Hotel/Motel: 837.63; TIF: 17,122.35; LMI Fund: 49,270.26; Debt Service: 192,987.04; Capitol Equipment (LOST); 76,904.84; Capital Project Reserve: 10,889.13; Sewer Utility: 50,348.82; Storm Water Utility: 12,014.61

### **CITIZEN OPPORTUNITY FOR COMMENT**

#### **Board/Commission Reports**

Council reviewed the December Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department minutes and call log, Fire Advisory minutes, November minutes Community Center, Park Board, Planning & Zoning, Library along with the next month of events, Dickinson County Recycling Commission minutes and Shield Board minutes from September 28, 2023. Kyle Mohni had a question on an expense on the park budget. City Administrator Reinsbach said it was miscoded and should have been tied to the capital projects line item as it was a Florence Park engineering invoice.

### **ACTION AND DISCUSSION ITEMS**

#### **Milford Housing Study update from RDG Planning & Design- Charlie Cowell**

Because of the weather Mr. Cowell could not make it up from Des Moines. This has been moved to the January 22<sup>nd</sup> meeting. No action.

#### **Council to discuss cutting down trees at 1602 16<sup>th</sup> St.- Rebecca Graves**

Rebecca Graves asked council if they would reconsider not taking down the trees in her front yard because they are not 100% in the city R-O-W about 80% of the trees are. These trees provide a great deal of shade and Graves doesn't want to see them go. Graves is also willing to treat the trees at her expense. After some discussion Public Works Director Kent Eilers is going to contact Beck Engineering to do a survey. Eilers will also use the bucket truck to inspect the tree of any signs of infestation. We will talk more about this during the January 22<sup>nd</sup> council meeting.

#### **Lake area dog park annual funding request- Connie Rhodes**

Connie Rhodes representing Lakes area dog park spoke to the council and is requesting \$500.00 in funding. The council will review during budget discussion; no action was taken.

#### **Lakes Area Hockey Association funding request-Brad Shumway**

Brad Shumway with Lakes Area Hockey Association spoke to the council and is requesting some sort of funding, no specific amount was stated. The council will review during budget discussion; no action was taken.

Review and discuss the status of DD50.

Mayor Anderson brought up a map and explained the areas that are part of DD#50. The map also showed the 6-inch tile and several buildings that have been built over the tile in Lori's Subdivision. The trustees have been asked to make repairs to the Branch 33 tile, however, a repair cannot increase the capacity of the existing 6-inch pipe. According to Collin Klingbeil with Jacobson Westergard & Associates a repair is not feasible because the cost of a repair would exceed the cost of the benefit gained and it's a waste of time and money for all parties involved. Mayor Anderson suggested a petition needs to be started asking to dissolve the drainage district. The petition needs to be signed by a majority of the persons owning land in the district and who, in the aggregate, own sixty percent or more of all the land embraced in said district. City Attorney Dave Stein suggests the infrastructure committee sit down with Beck Engineering and have a round table discussion on what's best for the city. This discussion will commence at a later meeting once round table discussion has been had.

Discuss streetlights on Boji Bend Drive.

It has been brought to the cities attention there are 2 streetlights on 23<sup>rd</sup> Street and 9 streetlights on Boji Bend Drive that are on a private street. City Attorney Dave Stein commented that until the city accepts these streets the city should not be paying for the electricity, fixtures, photo eyes, and general maintenance on these lights. After further discussion Public Works Director Eilers was directed to reach out to Milford Municipal Utilities so see if they have any history on when they installed the meters. Motion by Hoffman second by Hinshaw to table this subject until the January 22<sup>nd</sup> council meeting.

Resolution approving Hold Harmless agreement with Lucilemae regarding snow removal agreement on Boji Bend Drive.

Motion by Hinshaw second by Hoffman to approve Resolution **24-1** Hold Harmless agreement with Lucilemae regarding snow removal agreement on Boji Bend Drive with the understanding this will be the final year the city provides snow removal service unless the City and Lucilemae reach an agreement on street acceptance.

Resolution ratifying Council committee appointments.

Motion by Hoffman second by Hinshaw to approve Resolution **24-2** Resolution ratifying Council committee appointments. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution establishing time, date & place for City of Milford Council meetings.

Motion by Hoffman second by Mohni to approve Resolution **24-3** Resolution establishing time, date & place for City of Milford Council meetings. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving designation of official newspaper.

Motion by Hoffman second by Hinshaw to approve Resolution **24-4** Resolution approving designation of official newspaper. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving depositories for city investments.

Motion by Hoffman second by Mohni to approve Resolution **24-5** Resolution approving depositories for city investments. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution regarding continued employment of LeAnn Reinsbach as Milford City Administrator.

Motion by Hinshaw second by Worshek to approve Resolution **24-6** Resolution regarding continued employment of LeAnn Reinsbach as Milford City Administrator. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution regarding appointment of City Attorney.

Motion by Worshek second by Hinshaw to approve Resolution **24-7** Resolution regarding appointment of City Attorney. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing the hiring of Dalton Rucker.

Motion by Hoffman second by Frederick to approve Resolution **24-8** Resolution authorizing the hiring of Dalton Rucker. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing the hiring of Logan Axne.

Motion by Hinshaw second by Hoffman to approve Resolution **24-9** Resolution authorizing the hiring of Logan Axne. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment to Bob Cornell Construction.

Motion by Hoffman second by Hinshaw to approve Resolution **24-10** Resolution authorizing payment to Bob Cornell Construction. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing change order #1 and payment #2 (Final payment) to Beck Excavating, Inc. for the 2023 City of Milford Steet and Utilities improvement project.

Motion by Hoffman second by Hinshaw to approve Resolution **24-11** Resolution authorizing change order #1 and payment #2 (Final payment) to Beck Excavating, Inc. for the 2023 City of Milford Steet and Utilities improvement project. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #7 to Kingland Construction Services for the Milford Public Works building.

Motion by Hoffman second by Hinshaw to approve Resolution **24-12** Resolution authorizing payment #7 to Kingland Construction Services for the Milford Public Works building. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #6 to Beck Excavating Inc. for the 2023 City of Milford South Shore Estates Helen Avenue Reconstruction project.

Motion by Hoffman second by Hinshaw to approve Resolution **24-13** Resolution authorizing payment #6 to Beck Excavating Inc. for the 2023 City of Milford South Shore Estates Helen Avenue Reconstruction project. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #5 and change order #1 to Utility Equipment Company for the 2022 City of Milford. 13<sup>th</sup> Street Paving and Replacement project/material procurement project.

Motion by Worshek second by Mohni to approve Resolution **24-14** Resolution authorizing payment #5 and change order #1 to Utility Equipment Company for the 2022 City of Milford 13<sup>th</sup> Street Paving and Replacement project/material procurement project. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Update on A34/CDBG construction project- John Hight with Beck Engineering.

John advised that the city has received all the permits needed for the project. The city also applied for a CDBG grant for the water and sewer portions of the A34 project and was awarded \$500,000. The city will have approximately \$1.6 million in funding from the IDOT as well. Because we have the federal and state swap money the Iowa D.O.T will be facilitating the bid letting which is schedule for February 20, 2024. The final estimate for construction cost is approximately \$6.3 million.

Resolution to transfer funds.

Motion by Hoffman second by Hinshaw to approve Resolution **24-15** Resolution to transfer funds. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting hearing on proposed addition of Section 70.07 in the City of Milford City Code of Ordinances regarding Alternative Traffic Violation Enforcement.

Motion by Hoffman second by Hinshaw to approve Resolution **24-16** Resolution setting hearing on proposed addition of Section 70.07 in the City of Milford City Code of Ordinances regarding Alternative Traffic Violation Enforcement. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting hearing on proposed amendment to Chapter 79 of the City of Milford City Code of Ordinances regarding Golf Carts.

Motion by Hinshaw second by Hoffman to approve Resolution **24-17** Resolution setting hearing on proposed amendment to Chapter 79 of the City of Milford City Code of Ordinances regarding Golf Carts. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting hearing on proposed amendment of Chapter 105 in the Milford City Code of Ordinances regarding Solid Waste and Landscape Waste Control

Motion by Hoffman second by Hinshaw to approve Resolution **24-18** Resolution setting hearing on proposed amendment of Chapter 105 in the Milford City Code of Ordinances regarding Solid Waste and Landscape Waste Control. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting hearing on proposed additions of Chapter 134 of the Milford City Code of Ordinances regarding Right of Way/Street Excavation Management.

Motion by Hoffman second by Mohni to approve Resolution **24-19** Resolution setting hearing on proposed additions of Chapter 134 of the Milford City Code of Ordinances regarding Right of Way/Street Excavation Management. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting hearing on proposed addition of Chapter 152 of the Milford City Code of Ordinances regarding Drainage Limitations.

Motion by Hoffman second by Hinshaw to approve Resolution **24-20** Resolution setting hearing on proposed addition of Chapter 152 of the Milford City Code of Ordinances regarding Drainage Limitations. Roll call vote. Voting aye: Hoffman, Frederick, Hinshaw, Worshek and Mohni. Nay: None. Motion carried.

#### **COMMENTS BY MAYOR, COUNCIL, AND STAFF**

Reinsbach mentioned she applied for the Iowa LTAP Work Zone Sign Package Program. This DOT sponsored program is free for cities with less than 10,000 in population and the sign package includes barricades, traffic cones, etc. Eilers said they have about all of the trees in the city ROW cut down, and the LED traffic slow down traffic signals have been installed. With no other discussion, motion to adjourn by Hinshaw second by Hoffman at 8:41 p.m. All voting aye. Motion carried.

Respectfully submitted,

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Steven R. Anderson, Mayor

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LeAnn Reinsbach, City Administrator/Clerk