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

The Milford City Council met in regular session April 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: Deputy City Clerk Lissa Ballis, Kent Eilers, Matt Myhre, Paige Hinrickson, Connor Bramblett, Erin Frerichs, Hunter Kinnetz, Peyton Schmitz, Drew Hage, Tara Watson, Jazmine Besaw, Adriel Benjamin, Ben Groen

Mayor Anderson led the Pledge of Allegiance.

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

Motion by Mohni second by Hinshaw 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 March 25, 2024 council meeting
- Liquor license renewal for Pioneer Theatre, L.L.C.
- Monthly bills- approve and bills paid in vacation

A & M SERVICES INC.	MARCH SVC	$49.50
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$501.94
AFLAC	AFLAC PRE TAX	$690.14
ALLIANT ENERGY	1611 1/2 202ND ST SIGN	$70.77
ADVANCED NETWORK PROFESSIONA	MARCH SVC	$845.40
ARNOLD MOTOR SUPPLY	SUPPLIES	$3,094.23
AT&T MOBILITY	PD CELL/LAPTOPS	$562.20
BAKER & TAYLOR INC.	BOOKS	$730.19
BEACON ATHLETICS	PARKS REPAIRS & MAINT	$229.00
BECK ENGINEERING INC	E20086 13TH ST RECON PROJECT	$43,105.25
BIBLIONIX	ANNUAL SUBSCRIPTION	$1,650.00
BLACK HILLS ENERGY	1021 10TH ST	$37.99
BLACK HILLS ENERGY	FIRE DEPT	$407.29
BLACK HILLS ENERGY	POLICE DEPT	$160.88
BLACK HILLS ENERGY	1208 18TH ST	$265.20
BOMGAARS	PARKS SUPPLIES	$181.78
BORDER STATES INDUSTRIES	GRANVILLE LED PREMIER HEADS	$5,383.35
C & D USED OIL SERVICES	OIL FILTER RECYCLING	$60.00
CANON FINANCIAL SERVICES	LIBRARY COPIER	$71.83
CARD SERVICES CENTER	SUPPLIES	$9.61
CARD SERVICES CENTER	PD SUPPLIES	$222.67
CARD SERVICES CENTER	FD SUPPLIES	$254.32
CARD SERVICES CENTER	MOTOROLA ACCESSORIES	$241.84
CARD SERVICES CENTER	SUPPLIES.REPAIRS,DUES	$1,104.63
CARD SERVICES CENTER	LIBRARY SUPPLIES	$48.21
CENGAGE LEARNING	BOOKS	$47.23
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	$38,088.00
COOPERATIVE ENERGY COMPANY	FUEL	$4,278.26
COPPER COTTAGE	INFLOOR HEAT TECH	$157.50
CREATIVE PRODUCT SOURCE	LIBRARY SUPPLIES	$187.39
CUSTOM CUT GUTTERS	PARKS REPAIRS & MAINT	$35.00
CYBRARIAN CORPORATION	ANNUAL SUBSCRIPTION	$802.45
DENNIS E MERRY	JANITORIAL SVCS	$2,000.00
DICKINSON COUNTY NEWS	PUBLICATIONS	$620.40
DICKINSON COUNTY REGIONAL	GREEN WASTE	$1,187.00
FELD FIRE	TRUCK REPAIR	$1,856.17
FRONTLINE PLUS	FY2024 SIREN SERVICE	$1,620.00
GCS TECH INC.	COMPUTER UPDATE	$75.00
GORDON FLESCH COMPANY	LASERFICHE	$101.60
GRAEN, CHRISTOPHER	FIRE SCHOOL MILEAGE REIMBURS	$147.40
GUNS GALORE	2 REMINGTON 12 GA	$400.00
HELLER ENTERPRISES LLC	BACKFLOW PREVENTION TEST	$284.00
IMFOA	BALLIS REGISTRATION SPRING CO	$175.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	$11,828.49
INTERNAL REVENUE SERVICE	FED/FICA TAX	$15,412.44
IOWA LAKES CONTINUING EDUCATI	GRAEN HAZARDOUS MATERIALS	$80.96
IOWA LAKES ELECTRIC COOP	FEBRUARY SVC	$293.00
IPERS	IPERS PROTECTN	$18,194.93
IPERS	IPERS REGULAR	$18,194.93
JCL SOLUTIONS-JANITORS CLOSET	PARK SUPPLIES	$744.98
KAPP'S FIRE EQUIP. & SERV.	FIRE EXTINGUISHER PD	$99.15
KNIGHT PROTECTION	FIRE ALARM TESTING/INSPECTION	$825.00
LAKES NEWS SHOPPER	MONTHLY ADS	$51.80
LANGHOLZ, SHANE	FIRE SCHOOL MILEAGE REIMBURS	$147.40
LOCATORS AND SUPPLIES INC	STREET SUPPLIES	$165.44

LOERTS, MATT	ELEVATOR DOOR KEY SREIMBURS	$244.45
LOFFLER	PD COPIER QTRLY CONTRACT	$152.96
MIDWEST BREATHING AIR L.L.C.	QRTLY AIR TESTING	$234.40
MILFORD COMMUNICATIONS	BROADBAND/PHONE	$1,039.22
MILFORD ELECTRIC INC.	PARKS REPAIRS & MAINT	$454.13
MILFORD MUNICIPAL UTILITY	MARCH SVC	$9,109.02
NEW COOPERATIVE INC.	FIRE DEPT FUEL	$169.58
OKOBOJI PLUMBING & HEATING INC	SERVICE CALL/PART	$133.38
PITNEY BOWES GLOBAL FINANCIAL	POSTAGE LEASE	$163.53
PLUMB SUPPLY COMPANY	URINAL	$189.90
PROPET DISTRIBUTORS	DOGIPOT PET STATIONS	$5,689.90
PURCHASE POWER	POSTAGE	$201.00
RADCLIFFE, JESS	FIRE SCHOOL MILEAGE REIMBURS	$147.40
SHEA'S CLEANING	MARCH JANITORIAL	$280.00
SIBLEY SHEET METAL INC	PD AIR CONDITIONER MAINT	$2,398.77
STATE STEEL SUPPLY COMPANY	SEWER SUPPLIES	$1,910.45
STEAMWAY CLEANING	PD AIR DUCT CLEANING	$1,772.94
STEIN LAW OFFICE	MARCH SERVICE	$3,630.00
STUART C IRBY CO BR983	STREET LIGHT SUPPLIES	$1,596.30
TENA SUNDE	LIBRARY CROCHET PROGRAM	$100.00
SUNSHINE FOODS	LIBRARY SUPPLIES	$4.87
TIGER PRIDE LAWNCARE	CITY HALL MARCH SVC	$135.00
TREAS. - STATE OF IOWA	FEBRUARY SALES TAX	$772.05
TREASURER, STATE OF IOWA	STATE TAX	$3,919.01
TRUE VALUE-MILFORD	SUPPLIES	$263.22
UNITED COMMUNITY BANK FOR PET	APRIL POSTAGE	$8.75
VANDER HAAG'S INC.	SEWER SUPPLIES	$96.28
VERIZON WIRELESS	FEBRUARY SVC	$202.57
VERIZON WIRELESS	MARCH SVC	$90.18
VERIZON WIRELESS	MARCH SVC	$112.39
WEB GRAPHICS INC.	ENVELOPES	$374.65
WICKETT, MASON	CLOTHING ALLOWANCE REIMBUR	$384.60
WILLIAMSON BROS. INC.	DOWNPAYMENT SNOWBLOWER	$2,499.00
Accounts Payable Total		$198,364.11
Payroll Checks		$89,982.61
***** REPORT TOTAL *****		$288,346.72

Paid from the following funds: General Fund: 164,760.37; Road Use Tax: 15,734.57; Employee Benefits: 28,989.20; Hotel/Motel: 5,689.90; Capital Equipment (LOST):2,499.00; 9th St. Project: 6,907.50; Capital Project A34 West 35,110.30; Sewer Utility Fund: 20,152.66; Storm Water Utility Fund: 8,503.22

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 151,573.81; RUT: 27,078.40; Employee Benefits: 11,231.73; Hotel/Motel: 722.94; TIF: 42,408.67; LMI Fund: 4,699.10; Debt Service: 18,053.47; Capitol Equipment (LOST); 3,614.69; Capital Project Reserve: 12,523.20; Sewer Utility:38,414.04; Storm Water Utility:11,711.86

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

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

ACTION AND DISCUSSION ITEMS

Set public hearing on FY2025 budget for April 22, 2024 at 6:30 p.m.

Motion by Hoffman second by Hinshaw to approve preliminary year ending June 30, 2025 budget not to exceed a levy rate of 12.57523. All voting aye. Motion passed. Motion by Worshek second by Hoffman to set public hearing on FY2025 budget date of April 22, 2024 at 6:30 p.m. All voting aye. Motion carried.

Okoboji High School request from No Boundaries project program "Leaving a Legacy"

Hunter Kinnetz and Peyton Schmitz, students and members of the No Boundaries Legacy Project presented their groups ideas to showcase the unity and history of the Okoboji Community School District which encompasses six cities within the district. They asked the council to supply 4 to 7 photos of landmarks that highlight Milford to be showcased on the windows of the Okoboji High School. They stated this will offer residents and visitors a visual narrative of our community's spirit and heritage. Overall, the council was excited to be a part of this project and agreed pictures would be submitted.

Resolution setting public hearing to consider the proposed plans, specifications, form of contract, and estimated total cost of the project, and possibly act/enter into a contract for the 2024 City of Milford 9th St. reconstruction project (From N Ave. to Highway 71)

Motion by Hoffman second by Hinshaw to approve Resolution **24-49** Resolution setting public hearing to consider the proposed plans, specifications, form of contract, and estimated total cost of the project, and possibly act/enter into a contract for the 2024 City of Milford 9th St. reconstruction project (From N Ave. to Highway 71) Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing on proposed amendments to the zoning ordinance.

Motion by Hinshaw second by Frederick to approve Resolution **24-50** Resolution setting public hearing on proposed amendments to the zoning ordinance. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving 28 E agreement with sanitary district.

Mayor Anderson stepped back as the presiding officer and Mayor Pro-Tem Chris Hinshaw took over the meeting. Motion by Hinshaw second by Worshek to approve Resolution **24-51** Resolution approving 28 E agreement with sanitary district. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried. Mayor Pro-Tem Chris Hinshaw stepped back and Mayor Anderson continued to reside over the meeting.

Resolution approving snow blower purchase.
Motion by Hinshaw second by Frederick to approve Resolution **24-52** Resolution approving snow blower purchase. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek. Nay: Mohni. Motion carried.

Resolution approving use of general funds for the 13th Street/A34 reconstruction project.
Motion by Hoffman second by Hinshaw to approve Resolution **24-53** Resolution approving use of general funds for the 13th Street/A34 reconstruction project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #10 to Kingland Construction Services for the Milford Public Works building.
Motion by Worshek second by Hinshaw to approve Resolution **24-54** Resolution authorizing payment #10 to Kingland Construction Services for the Milford Public Works building. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving supplemental pay for salaried employees to attend required meeting.
Motion by Hoffman second by Hinshaw to approve Resolution **24-55** Resolution approving supplemental pay for salaried employees to attend required meetings. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Deputy City Clerk Lissa Ballis informed the council the quit claim deed for the city owned portion of the ROW along the bike trail is in the works and expects to have a resolution setting a public hearing on the May 13th agenda. Also, a second budget amendment is needed due to the A34 project and this will be addressed at the April 22nd council meeting. Councilmember Hinshaw inquired about the storm drain North of Dyno's along Highway 71. With the recent rains he noticed it was not draining properly and wanted to know if it was plugged. Public works director Kent Eilers stated it is slow and always has been. Eilers mentioned televising is scheduled soon and he would add that drain to the inspection list. Councilmember Hoffman informed the council the Park Board would discuss moving their monthly meetings to a Monday before the Council Meeting. He encourages this move and hopes the board will decide to do this as it would encourage the council to attend these meetings and hopefully, if the park board has concerns, they can attend the council meeting to discuss. Hoffman asked Ballis to send out a schedule of all board meetings to the council members.
With no other discussion, motion to adjourn by Mohni second by Hinshaw at 7:04 p.m. All voting aye. Motion carried.

Respectfully submitted,

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Steven R. Anderson, Mayor Lissa Ballis, Deputy City Clerk