CITY COUNCIL
JOINT MMU MEETING AND REGULAR MEETING
MAY 13, 2024
6:30 PM

The Milford City Council met in regular session May 13, 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, Kent Eilers, Shilo Brevik, Brad Willemssen, Todd Johnson, Kae Hoppe, Kirb Walters, Ben Groen, Kathleen Johnson, Brent Sexton, Jason Eygabroad, Chris Stein, Drew Hage, and George Brower.

Mayor Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes of April 22, 2024 council meeting
- Transient Merchant application-CMAC Services, LLC
- Liquor license renewal for Rax Billiards & Lounge
- Monthly bills- approve and bills paid in vacation

A & B BUSINESS SOLUTIONS	COPIER/COPIES	$241.21
A & M SERVICES INC.	APRIL SVC	$49.50
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$740.41
AFLAC	AFLAC PRE TAX	$690.14
ALLIANT ENERGY	MILFORD SIGN LIGHTING	$59.97
ALPHA WIRELESS COMM. CO.	MINITOR/PROGRAMMING FD	$1,423.65
AMAZON CAPITAL SERVICES	DVD'S	$110.31
ANDERSON, PAUL	TEMP EASEMENT COMPENSATION	$100.00
ADVANCED NETWORK PROFESSIONA	PD CAMERAS, DOORS, PROGRAMMI	$26,043.87
ARNOLD MOTOR SUPPLY	SUPPLIES	$2,020.83
LOGAN AXNE	UNIFORM ALLOWANCE REIMBURSE	$600.00
BAKER & TAYLOR INC.	BOOKS	$1,256.17
BALLIS, MELISSA	IMFOA CONF MILEAGE REIMBURSE	$284.31
BECK ENGINEERING INC	E20086 13TH ST RECONST PROJ	$73,823.25
BERGLAND AND CRAM ARCHITECTS	20002 PW NEW CONSTRUCTION	$12,080.85
BERRYHILL, MELVIN	TEMP EASEMENT COMPENSATION	$100.00
BLACK HILLS ENERGY	1809 N AVE	$793.27
BOB'S AUTO BODY	AIRPORT CAR TOW	$80.00
BOHLMANN	FOUNTAIN PUSH BUTTON ASSEMBL	$82.45
BOLES, BRUCE	TEMP EASEMENT COMPENSATION	$100.00
BOMGAARS	SUPPLIES	$874.19
BORDER STATES INDUSTRIES	SITELINK POLES/ACCESSORIES	$10,395.95
DEBBIE BREKKE	TEMP EASEMENT COMPENSATION	$100.00
BROWNS LAWN & LANDSCAPE	WEED CONTROL/FERTILIZER	$1,795.10
BUSINESS TODAY	SVC NETWORK ADAPTER	$125.00
CANON FINANCIAL SERVICES	LIBRARY COPIER	$71.83
CARD SERVICES CENTER	FIRE DEPT APRIL CHARGES	$6,341.30
CARPENTER, DUANE	TEMP EASEMENT COMPENSATION	$100.00
CARPENTER, JIM	LODGING REIMBURSEMENT	$1,701.20
CARROLL CONSTRUCTION SUPP	BUILDING MAINT	$467.84
CENGAGE LEARNING	BOOKS	$49.48
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	$30,470.40
CERTIFIED TESTING SERVICES INC	G7319-9TH ST RECONSTRUCTION	$2,806.00
COLEMAN, VAUGHN	JANITORAL AP MARCH/APRIL	$140.00
COOPERATIVE ENERGY COMPANY	FUEL	$3,477.11
DEMCO INC	SUPPLIES	$232.05
DENNIS E MERRY	JANITORIAL SVCS	$2,000.00
DES MOINES REGISTER	SUBSCRIPTION	$34.19
DICKINSON COUNTY REGIONAL	GREEN WASTE	$708.00
DISCOVERY HOUSE INC.	FY23-24 CONTRIBUTION	$3,000.00
DOYLE, ROSANN	TEMP EASEMENT COMPENSATION	$100.00
ENGEL, JARED	TEMP EASEMENT COMPENSATION	$100.00
FASTENAL	PARKS AND SEWER SUPPLIES	$571.98
FETTIG, RICHARD	TEMP EASEMENT COMPENSATION	$100.00
FORNEY, BRIAN	TEMP EASEMENT COMPENSATION	$100.00
HELLER ENTERPRISES LLC	SERVICE CALL	$60.00
HESBY, DOUGLAS	TEMP EASMENT COMPENSATION	$100.00
HOLIDAY INN DES MOINES AIRPORT	IMFOA CONFERENCE	$237.44
HOLMAN, BRETT	TEMP EASEMENT COMPENSATION	$100.00
HOPE HAVEN	LATH, SEWER SUPPLIES	$95.00
IA DEPT OF PUBLIC SAFETY	ONLINE WARRENT SYSTEM	$300.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	$32,944.58
INTERSTATE INDUSTRIAL INSTR. I	CHEMICALS AND SUPPLIES	$337.79

IOWA LAKES CORRIDOR DEVELOPME	FY24 SUPPORT	$10,400.00
IOWA LAKES ELECTRIC COOP	KUCHEL TRAIL LIGHTS	$378.00
IPERS	IPERS REGULAR	$15,035.71
JACK'S UNIFORMS & EQUIP.	POLICE UNIFORM	$1,866.92
JCL SOLUTIONS-JANITORS CLOSET	JANITORIAL SUPPLIES	$234.91
JENSEN, MARK	TEMP EASEMENT COMPENSATION	$100.00
JULIUS, MICHAEL	TEMP EASEMENT COMPENSATION	$100.00
JUNIOR LIBRARY GUILD	BOOKS	$810.60
KAISER, SHELLEY	TEMP EASEMENT COMPENSATION	$100.00
KINGLAND CONSTRUCTION SEVICE	PAY APP #10	$273,052.53
KOELLING, GARY	TEMP EASEMENT COMPENSATION	$100.00
KOEPPEN, MONICA	TEMP EASEMENT COMPENSATION	$100.00
LAKES NEWS SHOPPER	MONTHLY ADS	$155.40
LIPPON, MATT	TEMP EASEMENT COMPENSATION	$100.00
MATHESON TRI-GAS INC	SEWER SUPPLIES	$661.56
MATHIAS, LEE	TEMP EASEMENT COMPENSATION	$100.00
MENARDS - SPENCER	SEWER SUPPLIES	$623.27
MIDWEST FIRE EQUIPMENT & REPAI	PARTS - FD	$1,252.05
MILFORD COMMUNICATIONS	BROADBAND/PHONE	$1,039.76
MILFORD MUNICIPAL UTILITY	APRIL SVC	$7,321.06
MOBILE HEALTH SERVICES	FIRE DEPT FIT TESTING	$3,645.00
NEW HAWKEYE CARE CENTER	TEMP EASEMENT COMPENSATION	$100.00
NEWGARD STACY	TEMP EASEMENT COMPENSATION	$100.00
NWIPDC	ZONING SVCS APRIL 2024	$270.00
PATERSON, RYNE	TEMP EASEMENT COMPENSATION	$100.00
PIXLER ELECTRIC	PARKS MAINT	$29.63
PLAYAWAY PRODUCTS	BOOKS	$627.40
PLUMB SUPPLY COMPANY	URINAL	$49.76
REEVES, JERMIAH	TEMP EASEMENT COMPENSATION	$100.00
REINSBACH, LEANN	MILEAGE REIMBURSEMENT	$52.26
RENT ALL, INC	STREET AND PARKS MAINT	$943.00
RUBIS, DAVID	TEMP EASEMENT COMPENSATION	$100.00
RUBIS, LINDA	TEMP EASEMENT COMPENSATION	$100.00
WEDEKING, SAM	BACKHOE	$200.00
SHEA'S CLEANING	FIRE DEPT APRIL	$280.00
SIMINGTON, BRAD	TEMP EASEMENT COMPENSATION	$100.00
SIMONSON PROPERTIES	TEMP EASEMENT COMPENSATION	$100.00
ST JOSEPH CATHOLIC CHURCH	TEMP EASEMENT COMPENSATION	$100.00
STACY, BENJAMIN	TEMP EASEMENT COMPENSATION	$100.00
STAR ENERGY	TEMP EASEMENT COMPENSATION	$100.00
STATE STEEL SUPPLY COMPANY	CHEMISTRY PLATE	$1,242.05
STEARNS, PAIGE	APRIL SUPPLIES REIMBURSEMENT	$17.03
STEIN LAW OFFICE	APRIL SVC	$2,677.06
STOREY KENWORTHY	COPY PAPER	$163.15
SULLIVAN CONCRETE	POLICE CONCRETE	$13,975.00
SUNDALL, KRIS	TEMP EASEMENT COMPENSATION	$100.00
SUNSET LAW ENFORCEMENT	9MM LUGER	$281.80
SUNSHINE FOODS	SUPPLIES	$67.44
TIGER PRIDE LAWNCARE	CEMETERY WEED CONTROL	$2,120.00
TITAN MACHINERY	BOBCAT SNOW BLOWER	$6,998.96
TREAS. - STATE OF IOWA	MARCH 2024 SALES TAX	$727.23
TREASURER, STATE OF IOWA	STATE TAX	$3,494.32
TRUE VALUE-MILFORD	SUPPLIES	$336.98
UNITED COMMUNITY BANK FOR PETT	POSTAGE	$13.37
UNITY POINT CLINIC-OCCUPATIONA	DOT LABS	$42.00
VANDER HAAG'S INC.	SEWER SUPPLIES	$96.28
VOLUNTARY ACTION CENTER	FY23-24 CONTRIBUTION	$1,500.00
WEDEKING PIT & PLANT	ROCK/BLACK DIRT	$524.25
WESTERN IOWA TECH COMMUNITY C	FIRE DEPARTMENT TUITION	$360.00
WICKETT, MASON	TEMP EASEMENT COMPENSATION	$100.00
WILLIAMSEN, NEAL	TEMP EASEMENT COMPENSATION	$100.00
WITTKAMP, JACOB	TEMP EASEMENT COMPENSATION	$100.00
WITTROCK LAWN SERVICE	CEMETERY MOW/DIRT/SEED	$470.00
YOUNGDAHL, HAROLD	TEMP EASEMENT COMPENSATION	$100.00
ZAHRADNIK, DUANE	TEMP EASEMENT COMPENSATION	$100.00
Accounts Payable Total		$577,152.36
Payroll Checks		$104,404.51
***** REPORT TOTAL *****		$681,556.87

Paid from the following funds: General Fund: 226,088.19; Road Use Tax: 25,218.43; Employee Benefits: 22,782.27; Capital Equipment (LOST):23,509.25; 9th St. Project: 4,642.50; Capital Project A34 West 59,373.00; Public Works Building: 285,133.38; Sewer Utility Fund: 25,640.28; Storm Water Utility Fund: 9,169.57

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 622,236.81; RUT: 37,990.71; Employee Benefits: 146,664.36; Hotel/Motel: 833.57; TIF: 302,236.38; LMI Fund: 9,252.99; Debt Service: 147,286.76; Capitol Equipment (LOST); 41,195.37; Capital Project Reserve: 13,511.45;9th St. Project: 424.67; Sewer Utility:33,813.31; Storm Water Utility:11,791.98

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, April minutes from Community Center, Park Board, and Library along with the next month of events, Dickinson County Recycling Commission minutes.

JOINT PUBLIC HEARING

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) 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.

JOINT ACTION & DISCUSSION ITEMS WITH MMU

Resolution approving 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 Hinshaw second by Frederick to approve Resolution **24-66** approving 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 awarding bid for the 2024 City of Milford 9th St. reconstruction project (From N Ave. to Highway 71)
There was discussion about the bids that came in and the magnitude of the project due to closeness to the library and post office. Motion by Hinshaw second by Hoffman to reject all bids. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

MMU ADJOURNED AND MILFORD CITY COUNCIL CONTINUED ON WITH REGULAR BUSINESS

PUBLIC HEARING

Public hearing on zoning text amendment changes at 6:33 p.m.
Mayor Anderson opened the public meeting at 6:46 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 6:46 p.m.

ACTION & DISCUSSION ITEMS

First consideration of an Ordinance amending the Code of Zoning Ordinances of the City of Milford.
Motion by Worshek second by Mohni to approve first reading of **Ordinance 5-13-24** Ordinance amending the Code of Zoning Ordinances of the City of Milford. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek, and Mohni. Nay: None. Motion carried.

Consider waiving the second and third reading and passage of an ordinance amending the Code of Zoning Ordinances of the City of Milford. Motion by Hoffman second by Worshek to consider waiving the second and third reading and passage of **Ordinance 5-13-24** amending the Code of Zoning Ordinances of the City of Milford. Roll call vote. Voting aye: Frederick, Hoffman, Worshek, and Mohni. Nay: Hinshaw. Motion carried.

Motion by Worshek second by Hoffman to adopt **Ordinance 5-13-24**. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Parks Department open discussion/conversation.
No action taken.

Dickinson County Senior Citizen Center to discuss funding-Kathleen Johnson.
Kathleen spoke on behalf of the Dickinson County Senior Citizen Center and explained that they are looking for funding. They work hard at fundraising and have breakfast the 3rd Sunday of the month from 8:30-12:30. They also are running a dinner date program. The finance committee will get together to see if the city has any reserves that could help them out.

Iowa Lakes Corridor-present business and expansion reports.
JoAnne Follon with the Corridor gave a recap of the 2023 Business Retention + Expansion Report. In interviews with 74 businesses that were interviewed 46% plan to expand in the next 3 years. The top strengths identified were Work Ethic, Supportive Community and Quality of Life Amenities. Top weaknesses were Lack of Workforce, Housing Availability and Childcare Availability. Most Difficult Positions to Recruit were General Labor, Maintenance, Skilled Mechanical Personnel and Truck Drivers.

Council to review/possibly approve moving forward with airport grant-Chris Stein.
Airport Chairperson Chris Stein approached the council about applying for a grant to help pay for an access area off of N Ave, additional concrete around the fuel barrel, extra parking and some fencing that would run parallel with N Ave. Motion by Hinshaw second by Mohni to move forward in applying for the grant which is due May 23, 2024. All voting aye. Motion carried.

Accept resignation letter from Robb Keizer.
Motion by Hoffman second by Hinshaw to accept the resignation letter from Robb Keizer. All voting aye. Motion carried.

Accept resignation letter from Mason Wickett.
Motion by Hoffman second by Frederick to accept the resignation letter from Mason Wickett. All voting aye. Motion carried.

Council to review and possibly approve mission statement.
Motion by Hoffman second by Frederick to approve the mission statement for the City of Milford. All voting aye. Motion carried.

Resolution amending and updating policy on volunteer board appointments.

Motion by Hoffman second by Mohni to approve Resolution **24-58** Resolution amending and updating policy on volunteer board appointments. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution to transfer funds for UMB withdrawal May 30, 2024
Motion by Hoffman second by Hinshaw to approve Resolution **24-59** Resolution to transfer funds for UMB withdrawal May 30, 2024. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #11 to Kingland Construction Services for the Milford Public Works building
Motion by Hoffman second by Worshek to approve Resolution **24-60** Resolution authorizing payment #11 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 authorizing payment to Bob Cornell Construction (payment #3)
Motion by Hoffman second by Mohni to approve Resolution **24-61** Resolution authorizing payment to Bob Cornell Construction (payment #3). Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #1 to Beck Engineering, Inc. for the 2023 City of Milford A34/13th Street improvement project. Reinsbach noted the payment to Beck Engineering was a typo and it should read Beck Excavating. Motion by Hoffman second by Hinshaw to approve Resolution **24-62** Resolution authorizing payment #1 to Beck Excavating, Inc. for the 2023 City of Milford A34/13th Street improvement project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing to consider the proposed plans, specifications, form of contract, estimated total cost of the project, and set a bid date and a date for consideration of bids for the 2024 City of Milford Seal Coat project.
Motion by Hoffman second by Hinshaw to approve Resolution **24-63** Resolution setting public hearing to consider the proposed plans, specifications, form of contract, estimated total cost of the project, and set a bid date and a date for consideration of bids for the 2024 City of Milford Seal Coat project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing to consider the proposed plans, specifications, form of contract, estimated total cost of the project, and set a bid date and a date for consideration of bids for the 2024 City of Milford Florence Park project.
Motion by Hoffman second by Worshek to approve Resolution **24-64** Resolution setting public hearing to consider the proposed plans, specifications, form of contract, estimated total cost of the project, and set a bid date and a date for consideration of bids for the 2024 City of Milford Florence Park project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing on proposed conveyance of city owned real estate.
Motion by Hoffman second by Mohni to approve Resolution **24-65** Resolution setting public hearing on proposed conveyance of city owned real estate. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Council member Mohni cited he was approached by someone wanting to know why the city needs 7 police officers. Mayor Anderson explained that the money we were paying out in overtime over the past few years warranted another officer and this was confirmed by Cayler Consulting. We also have an officer who primarily works as an SRO during the school season which occasionally leads to extra shifts that need to be filled. City Administrator Reinsbach informed council that the city received the reimbursement check from the DOT on the Streets & Utility project that took place last spring. She has been working with John from Beck Engineering on MMU's portion of the CDBG grant on the A34 project and it is right under $10,000. There are openings on the following boards: Community Center, P&Z, BOA, and the Airport Commission. Reinsbach also spoke about the state ELAPS system and how a licensee can opt to automatically renew a liquor license. Reinsbach explained this isn't a great option from the city's viewpoint and was able to override those who have opted to automatically renew. Within the next month we will start reviewing chapters of our city code book. With no other discussion, motion to adjourn by Hoffman second by Mohni at 7:48 p.m. All voting aye. Motion carried.

Respectfully submitted,

_____ _____

Steven R. Anderson, Mayor LeAnn Reinsbach, City Administrator/Clerk