CITY COUNCIL
REGULAR MEETING
NOVEMBER 25, 2024 6:30 P.M.

The Milford City Council met in regular session November 25, 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, Drew Hage, Gillian Anderson, Kathy Freeston, Kent Eilers, Erin Reed, Jason Harrington, John Fideler, Bill Mass.
Mayor Anderson led the Pledge of Allegiance.

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

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

Items on the Consent Agenda were as follows:

- Minutes of November 12, 2024 council meeting
- Minutes from October 30, 2024 BOA meeting
- Liquor license renewal Brew Oil

CITIZEN OPPORTUNITY FOR COMMENT

PUBLIC HEARING

1. Public hearing on proposed text amendment changes/additions to the zoning ordinance at 6:30 p.m.
    - Add Free-Standing Sign definition under Section 2.1 General Zoning Definitions and replacing the current language in Section 16.3.8 Sign Types.
    - Update Section 16.7 Additional Billboard regulations to read "a minimum distance from any other freestanding signs or billboards of two hundred feet (200') or one per lot." Replacing the current language of one thousand feet (1000').
    - Add sections 16.10.4(a) *Number of Signs* and 16.10.4(b) *Setback Requirement* under Section 16.10 Additional Regulations of Permitted Signs, 16.10.4 Free Standing Signs.
    - Update Section 16.4 District Requirements, 16.4.2(i) Commercial Districts (AC and BC) by removing the Free-Standing Signs under temporary sign types column and adding it to the permanent sign types in any commercial zoning district.
    - Update Section 16.4 District Requirements, 16.4.3(i) Industrial and Agricultural Districts (LI, HI, and AG) by removing the Free-Standing Signs under temporary sign types column and adding it to the permanent sign types in an industrial or agricultural zoning district.
    - Update Section 18.3 Zoning Compliance Permits Required by removing fee language and language relating to existing exterior walls, siding or roof. Addition of "footprint of the existing structure "

Mayor Anderson opened the public meeting at 6:34 p.m. City Administrator LeAnn Reinsbach mentioned no written or oral comments were received at the City Clerk's office. Drew Hage asked for clarification between temporary and permanent signs. Mayor Anderson commented it had to do with a recommendation from the P&Z in regard to updating the definition of free-standing signs. With no other comments from the public Mayor Anderson closed the public hearing at 6:39 p.m.

ACTION AND DISCUSSION ITEMS

First consideration of an Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above
Motion by Worshek second by Frederick to approve first reading of **Ordinance 11-25-24** Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above. 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 zoning code of ordinances of the city of Milford, Iowa as stated above
Motion by Worshek second by Mohni to consider waiving the second and third reading and passage of **Ordinance 11-25-24** Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek, and Mohni. Nay: None. Motion carried

Motion by Hinshaw second by Frederick to adopt **Ordinance 11-25-24**. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Discussion/update on City of Wahpeton as a contracting city with the Milford Memorial Library
Library Director Gillian Anderson spoke about a letter that was recently mailed to the residents of Wahpeton advising them about a change in their library services starting January 1, 2025. Since 2008 Wahpeton has been a contracting city with the Milford Memorial Library funding $2000.00 a year. According to Iowa Code 256.69 each city within its corporate boundaries shall levy a tax of at least six and three-fourths cents per thousand dollars of assessed value on the taxable property. This would mean that Wahpeton's amount for FY2024 is $17,796 to contract with libraries. Anderson explained that the Wahpeton City Council met Tuesday November 12th and voted 3 to 2 to not contract and support libraries. Brad Jones who is on the Wahpeton council was in attendance and noted this discussion will be on their upcoming December 9th meeting for further discussion.

Discuss future December 23rd, 2024 council meeting
Motion by Hinshaw second by Mohni to still hold the normal meeting on December 23, 2021. All voting aye. Motion carried.

Discuss National Fitness campaign opportunities

Public Work Direct Kent Eilers spoke about the "National Fitness Campaign" (outdoor fitness court/gym). The park board is in favor of this but there needs to be support of the council. In speaking with National Fitness representatives Milford is a good fit for this type of project. Grant funding is available for anywhere from $30-$40 thousand and the cost to construct an outdoor workout space is anywhere from $150,00-$260,000. The council will review during budget season.

Discussion/review of items to sell by sealed bid
Motion by Hinshaw second by Frederick to move forward with several items the city is wanting to sell by sealed bid. All voting aye. Motion carried. Items will be listed on our website, Lakes News Shopper and Dickinson County News. Bids are to be in by 4:00 p.m. December 17th and council will open sealed bids during the December 23rd meeting.

Snow removal A34 project- lease skid loader
The council felt they wanted to have further discussions with the contractor and or city engineer, no action was taken.

Discussion on grants/trails board funding
Mayor Anderson expressed his concern about future funding for the trails board due to changes connecting the Spine Trail citing safety crossing at the intersection of 230th and Hwy 71versus at the intersection of 6th St. where there is a controlled intersection and that the future trail in going on the east side and not the west side of Hwy 71. Council person Hoffman agreed with the safety aspect and stated we need to mitigate future possible accidents and strongly consider put up some extra signage. Dickinson County Trails Board Director Erin Reed agrees there are concerns but there is not anything the trails boards can do as the DOT dictates crossing (it's the DOT's Right-Of-Way) and her board isn't happy about the decision either. Reed cited concerns about what future funding would be if the council decides to go against funding that has already been approved. Reed further explained any changes would risk losing $1.2 million in funding. There was discussion on what they call a Bike Rodeos-Safe Routes Partnership which is an event that provides elementary and middle school children the opportunity to learn, practice and demonstrate bike handling skills. The trails board committed to making sure this happens with the Okoboji School District as it's already in place with the Spirit Lake School District. After further discussion the council agreed to support the Dickinson County Trails Board as long as they continue to look at safer options to include a tunnel at the intersection of Hwy 71 and 230th St. on the south edge of town.

Resolution approving form of contract and authorizing real estate purchase
Motion by Hinshaw second by Worshek to approve Resolution **24-125** Resolution approving form of contract and authorizing real estate purchase Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried

Council to review/approve street closures for Holiday Fantasy parade December 7, 2024
Motion by Mohini second by Hoffman to approve DOT parade permit for the Holiday Fantasy parade December 7th. The parade starts at 11:00. All voting aye. Motion carried.

Review scope of works US-71 TEAP implementation ideas
Motion by Hoffman second by Hinshaw to move forward with a scope of work quote for $7000.00 from Bolton & Menk. This will allow Sr. Traffic Engineer Jennifer McCoy to dig into the TEAP study, focus on the next steps to implement the short-term recommendations, city signage along US 71, existing crosswalk striping and options for the emergency beacon at the intersection of US 71 and 19th St.

Resolution approving 2024 TIF certification
Motion by Hinshaw second by Frederick to approve Resolution **24-126** Resolution approving 2024 TIF certification. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried

Review city code chapter 51 and chapter 60-80
Councilperson Hinshaw pointed out that not insuring a vehicle stored on a property did not necessarily by itself indicate a vehicle was a junk vehicle and wanted further clarification. Council asked City Attorney Dave Stein to review give feedback. Council then reviewed chapter 60-80 as indicated below and there was a motion by Hoffman, second by Mohni to approve updates at stated. All voting aye. Motion carried
CHAPTER 60 - ADMINISTRATION OF TRAFFIC CODE – N/C
CHAPTER 61 - TRAFFIC CONTROL DEVICES - New section 61.06
CHAPTER 62 - GENERAL TRAFFIC REGULATIONS – Add Sec 321.255, Sec 321.449B IA Code, Updates
CHAPTER 63 - SPEED REGULATIONS - N/C
CHAPTER 64 - TURNING REGULATIONS - N/C
CHAPTER 65 - STOP OR YIELD REQUIRED – N/C
CHAPTER 66 - LOAD AND WEIGHT RESTRICTIONS – N/C
CHAPTER 67 - PEDESTRIANS - N/C
CHAPTER 68 - ONE-WAY TRAFFIC – N/C
CHAPTER 69 - PARKING REGULATIONS - Update -Kent/Shilo Recommendations
CHAPTER 70 - TRAFFIC CODE ENFORCEMENT PROCEDURES – Updated Ordinance 2-12-24 – N/C
CHAPTER 75 - ALL-TERRAIN VEHICLES AND SNOWMOBILES – Updated Ordinance 8-22-22A – N/C
CHAPTER 76 - ~~BICYCLE REGULATIONS~~ –New Version "Bicycle and Personal Transportation Devices Regulations"
CHAPTER 78 - SCOOTERS, SKATEBOARDS, ROLLER SKATES AND IN-LINE SKATES – Delete covered in Updated Chapter 76
CHAPTER 79 - GOLF CARTS - Updated Ordinance 2-24-24A – N/C
CHAPTER 80 - ABANDONED VEHICLES – UPDATE 80.05

COMMENTS BY MAYOR, COUNCIL, AND STAFF

With no other discussion, motion to adjourn by Hoffman second by Hinshaw at 8:35 p.m. All voting aye. Motion carried.

Respectfully submitted,

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