CITY COUNCIL
REGULAR MEETING
FEBRUARY 10, 2025 6:30 P.M.

The Milford City Council met in regular session February 10, 2025 at 6:30 p.m. in Community Center board room.
Mayor Steve Andrson presided.
Members present: Chris Hinshaw, Doug Frederick, Shane Hoffman, David Worshek and Kyle Mohni.
Absent: None
Others present: City Administrator LeAnn Reinsbach, Shilo Brevik, Kent Eilers, Cooper Winken, Dietrich Dirks, Tory Jalas, Reese Keenan

Mayor Steve Anderson led the Pledge of Allegiance.
Motion by Hoffman second by Hinshaw to approve the agenda. Voting aye: Hinshaw, Hoffman, Frederick, Worshek and Mohni. Nay: None. Motion carried.
Motion by Hoffman 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 February 3, 2025 council meeting
- Monthly bills- approve and bills paid in vacation

911 INSTALLS LLC	RADIO INSTALL PD	$1,400.00
A & B BUSINESS SOLUTIONS	COPIER/COPIES	$130.58
A & M SERVICES INC.	JANUARY SVC	$27.00
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$446.56
AFLAC	AFLAC PRE TAX	$930.86
ALLIANT ENERGY	SIGN LIGHTING	$30.45
ALPHA WIRELESS COMM. CO.	FIRE DEPT SVC	$205.00
ADVANCED NETWORK PROFESSIONALS	COMM CTR TV SET UP	$2,856.20
ARMOR EQUIPMENT	STREET VEHICLE MAINT	$2,262.92
ARNDT, MCINTYRE	FIRE TRAINING REIMBURSEMENT	$282.80
ARNOLD MOTOR SUPPLY	SUPPLIES	$457.38
AT&T MOBILITY	PD CELL/LAPTOPS	$1,124.68
BAKER & TAYLOR INC.	BOOKS	$531.55
BECK ENGINEERING INC	FLORENCE PARK IMPROVEMENTS	$20,242.50
BLACK HILLS ENERGY	PUBLIC WORKS	$1,913.63
BOHLMANN	BENCH SUPPLIES	$270.16
BOLTON & MENK	US 71 TEAP REVIEW	$4,391.00
BOMGAARS	SEWER SUPPLIES	$119.53
CANON FINANCIAL SERVICES	LIBRARY COPIER	$71.83
CARD SERVICES CENTER	COMM CTR TV'S	$2,339.71
CENGAGE LEARNING	BOOKS	$49.48
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	$32,148.00
CENTRAL IOWA TELEVISING LLC	BOJI BEND DR-JETTING, CCTV, MAN	$6,914.73
CONSUMERS LUMBER	STREET SUPPLIES	$18.76
COOPERATIVE ENERGY COMPANY	FUEL	$3,432.00
CORNELL ABSTRACT CO.	POST CLOSING OUTLOT A MEYERS	$275.00
CREATIVE PRODUCT SOURCE	LIBRARY STYLUS PENS / TABLET	$453.00
CRESCENT ELECTRIC SUPPLY CO	SEWER SUPPLIES	$98.64
DCEMSA	LANGHOLZ NREMT REFRESHER	$100.00
DENNIS E MERRY	JANITORIAL SVCS	$2,000.00
DES MOINES REGISTER	MONTHLY SUBSCRIPTION	$34.95
DICKINSON CNTY	MILFORD SHIELDWARE	$1,575.00
DICKINSON COUNTY NEWS	PUBLICATIONS	$681.98
DICKINSON COUNTY REGIONAL	GREEN WASTE	$585.00
DICKINSON COUNTY TRAILS	TRAILS ADMIN FEE FY2025	$8,535.00
ELLIOTT EQUIPMENT CO.	HYDRAULIC OIL KIT	$2,639.01
FRONTLINE PLUS	FY2025 SIREN SERVICE	$1,300.00
GALEN'S PRO-MOW	STREET VEHICLE MAINT	$60.00
GALLS LLC	MYHRE CLOTHING ALLOWANCE	$136.82
GCS TECH INC.	YRLY SECURITY CONTRACT	$360.00
GENERAL TRAFFIC CONTROLS	HWY 71 & 13TH LED ACCIDENT	$4,850.00
HEARTLAND TIRE	STREET VEHICLE MAINT	$353.32
HELLER, DOUG	DESK REIMBURSEMENT FD	$748.71
HTM SALES INC.	SEWER SUPPLIES	$394.00
IA DEPT OF PUBLIC SAFETY	FY25 6MO ONLINE WARRENT SYSTEM	$600.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	$24,335.12
INTERSTATE ALL BATTERY CENTER	FIRE DEPT SUPPLIES	$48.80
IOWA LAKES ELECTRIC COOP	DECEMBER STREET LIGHTS	$429.00
IPCA	MEMBERSHIP RENEWAL - 12/31/25	$125.00
IPERS	IPERS REGULAR	$15,892.98
JENNINGS TOW & REPAIR	KEROSENE	$88.01
KAPP'S FIRE EQUIP. & SERV.	PD EXTINGUISHERS	$38.50
LAKES GLASS LLC	CHIP REPAIR	$70.00
LAKES NEWS SHOPPER	MONTHLY ADS	$629.00
LAKES REGIONAL HEALTHCARE	DOT TESTING	$105.00
LOFFLER	PD COPIER/COPIES	$30.55
MENARDS - SPENCER	PARKS REPAIRS & MAINT	$1,063.90
MILFORD COMMUNICATIONS	BROADBAND/PHONE	$1,035.17
MILFORD ELECTRIC INC.	AIRPORT GATE WORK	$2,671.96
MILFORD MUNICIPAL UTILITY	JANUARY SVC	$10,238.28

NEWMAN SIGNS, INC.	STREET DEPT SUPPLIES	$65.10
NORTH CENTRAL INT'L, INC.	FIRE DEPT MAINT	$4,133.62
OKOBOJI BLUE WATER FESTIVAL	DEDICATED TO OBWF	$1,000.00
PLAYAWAY PRODUCTS	BOOKS	$273.70
PURCHASE POWER	POSTAGE	$45.00
REGIONAL TRANSIT AUTHORITY	FY25 SVC CONTRACT	$1,875.00
SHEA'S CLEANING	JANUARY SVC	$280.00
SIBLEY SHEET METAL INC	POLICE DEPT FURNACE	$142.50
STATE STEEL SUPPLY COMPANY	TUBING	$268.85
STEIN LAW OFFICE	JANUARY LEGAL	$5,476.66
STIVERS MIDWEST PRO UPFITTERS	NEW PD VEHICLE UP FITTING	$18,063.30
STOREY KENWORTHY	NOTARY STAMP	$35.58
STUART C IRBY CO BR983	LED LAMPS/PHOTOCELLS	$3,060.00
SUNSHINE FOODS	LIBRARY SUPPLIES	$152.62
TIGER PRIDE LAWNCARE	JANUARY SVC CITY HALL	$135.00
TITAN MACHINERY	STREET VEHICLE MAINT	$176.49
TREAS. - STATE OF IOWA	JANUARY SALES TAX	$803.12
TREASURER, STATE OF IOWA	STATE TAX	$2,796.65
TRIPLE S SERVICE LLC	CEMETERY & AIRPORT	$24,000.00
TRUE VALUE-MILFORD	SUPPLIES	$244.62
UNITED COMMUNITY BANK FOR PETT	FEBRUARY POSTAGE	$37.25
UNITY POINT CLINIC-OCCUPATIONA	DOT SERVICE	$126.00
VERIZON WIRELESS	DECEMBER SVC	$282.59
WEDEKING PIT & PLANT	SAND	$44.10
Accounts Payable Total		$228,696.76
Invoices: Paid		$228,520.27
Invoices: Scheduled		$176.49
Payroll Checks		$78,629.02
***** REPORT TOTAL *****		$307,325.78

Paid from the following funds: General Fund: 190,402.55; Road Use Tax: 20,424.44; Employee Benefits: 23,813.33; Hotel Motel Tax: 9,535.00; Capital Equipment (LOST):15,705.46;Capital Project Reserve: 10,000.00; 9th St. Project : 2,012.50; Capital Project A34 West: 1,897.50; Sewer Utility Fund: 32,950.70; Storm Water Utility Fund: 584.30

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 83,126.79; RUT: 46,660.11; Employee Benefits: 2,065.94; Hotel/Motel: 6,537.85; TIF: 5,224.49; LMI Fund: 4,656.20; Debt Service: 9,847.77; Capitol Equipment (LOST); 86,695.37; Capital Project Reserve: 10,312.41; A34 West Project: 612,884.69; Sewer Utility 40,403.62; Storm Water Utility: 12,948.92

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

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

PUBLIC HEARING

Public hearing on proposed text amendment changes/additions to the zoning ordinance at 6:30 p.m.
Article 16, Sign Regulations, and include but are not limited to changes to the following sections: Section 16.2 definitions, adding definitions of on-premises signs and off-premises sign. Section 16.8, General Sign Regulations regarding sign height. Section 16.4(2)(h) regarding sign height. Section 16.4(3)(c) regarding free standing identification signs. Section 16.2.2 billboard, text deletion. Section 16.7 regarding additional billboard regulations and adding special exception use requirement.
Mayor Anderson opened the public meeting at 6:40 p.m. City Administrator LeAnn 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 6:43 p.m.

ACTION & DISCUSSION ITEMS

Ordinance amending the zoning code of ordinances of the City of Milford, Iowa regarding signs and billboards
First consideration of an Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above
Motion by Hoffman second by Hinshaw to approve first reading of **Ordinance 2-10-25** 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 regarding signs and billboard as stated above
Motion by Hoffman second by Worshek to consider waiving the second and third reading and passage of **Ordinance 2-10-25** 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 Hoffman second by Mohni to adopt **Ordinance 2-10-25**. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Bid opening for wiring generator to fire station
4 bids were received- Phillips Electric Total proposed cost $5,921.00 with a $2500.00 deduct to reuse existing breaker. Mueske Electric Total proposed cost $5,945.80 with a $1970.96 deduct to reuse existing breaker. KW Electric, Inc. Total proposed cost $7,230.00 with a $2,950.00 deduct to reuse the existing breaker. Milford Electric Total proposed cost $2,806.25 which did not include a deduct cost to reuse the existing breaker. Council discussed, there was a motion from Hinshaw to award the bid to Milford Electric which he later rescinded due the fact the bids were not all received in the same format. The council discussed the cost of a new breaker and wanted to know if this decision is worth the investment versus reusing the existing one and asked City Administrator Reinsbach to verify with the electrical engineer. Motion by Hoffman second by Mohni to table awarding bid. All voting aye. Motion carried.

Resolution to transfer funds
Motion by Hoffman second by Hinshaw to approve Resolution **25-16** Resolution to transfer funds. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing on annexation for LucileMae, LLC
Motion by Hinshaw second by Frederick to approve Resolution **25-17** Resolution setting public hearing on annexation for LucileMae, LLC. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing on annexation for Burrell Oil Company, Inc
Motion by Hinshaw second by Frederick to approve Resolution **25-18** Resolution setting public hearing on annexation for Burrell Oil Company, Inc. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Review and discussion on proposal for mayor's recognition-Wahlman Family
Neal Wahlman representing the Wahlman Family asked the council if they would consider showcasing Milford Mayors on a plaque that would be permanently installed at city hall. The family will pay for the acquisition and installation of the plaque, and for the engraving of the 34 Mayors to date along with the years of service. Council felt this was a great idea. Motion by Hoffman second by Hinshaw to approve the Walman proposal. All voting aye. Motion carried.

Appointment to park board-Olivia Forney
Motion by Hinshaw second by Mohni to approve Mayor Anderson's recommendation to appoint Olivia Forney to the park board. All voting aye. Motion carried.

Approve Frontline Warning System contract
Motion by Hoffman second by Mohni to approve the Frontline Warning System contract. All voting aye. Motion carried.

Discuss dangerous buildings
Council reviewed several pictures provide by P&Z Administrator Bronson Seymour of dilapidated homes and garages that could very easily be considered an "unsafe building". The consensus of the council was to have the housing committee meet and review the properties in question.

Possible budget discussion
No action, a special budget meeting will be held on February 19th at 5:00 p.m.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Mayor Anderson informed the council he is reviewing paperwork from the county engineer's office regarding the Lower Gar bridge in connection with FEMA. Mayor Anderson is exploring the possibility of giving the council more oversight over variances granted by the Board of Adjustments through a potential amendment to the zoning ordinance and asked for council feedback. Mayor Anderson cited Iowa code section *417.7 Board of adjustment — review by council. The council may provide for review of variances granted by the board of adjustments by the council before the effective date of the variances. The council may remand a decision to grant a variance to the board of adjustments for further study. The effective date of the variance is delayed thirty days from the date of remand.* Councilperson Hoffman stated he would prefer a more practical solution, suggesting that a checklist for the BOA be used when reviewing variances might be a more effective and efficient solution than revising the zoning ordinance. This would allow the BOA to ensure that all relevant factors are being considered in their decision-making. City Administrator Reinsbach mentioned since the last BOA decision a checklist has been drawn up. Going forward it could be the more efficient solution, as Hoffman suggested, without needing the additional time and expense of changing the zoning ordinance. With no other discussion, motion to adjourn by Hoffman second by Hinshaw at 7:45 p.m. All voting aye. Motion carried.

Respectfully submitted,

_____ _____

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