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

The Milford City Council met in regular session March 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, Evan Burrell, Cade Lundt, Levi Markwardt, Emma Watts, Ben Groen, Patrick Boggess, Caleb Ruhn, Kolten Kollasch, Gillian Anderson, Joel McCarten, Isaac Ostovich, Dave Stein, and Lissa Ballis.

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 Worshek second by Hoffman 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 19th & 24th, 2025 council meeting
- Transient merchant license for Sweet Memories of Okoboji
- Monthly bills- approve and bills paid in vacation

A & B BUSINESS SOLUTIONS	COPIER/COPIES	$171.01
A & M SERVICES INC.	FEBRUARY SVC	$42.00
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$446.56
AFLAC	AFLAC PRE TAX	$930.86
ALLIANT ENERGY	JANUARY SVC	$54.51
ALPHA WIRELESS COMM. CO.	FIRE DEPT	$320.00
ALTEC INDUSTRIES, INC.	VEHICLE MAINT	$1,332.18
ADVANCED NETWORK PROFESSIONALS	FEBRUARY SVC	$857.90
ARMOR EQUIPMENT	SEWER VEHICLE MAINT	$2,620.99
ARNOLD MOTOR SUPPLY	SUPPLIES	$1,620.01
AXON ENTERPRISE, INC.	TASER CERT BUNDLE	$3,379.68
BALLAH ELECTRIC	EIKO LAMPS	$62.70
BECK ENGINEERING INC	FLORENCE PARK IMPROVEMENTS	$10,588.75
BLACK HILLS ENERGY	JANUARY SVC FIRE DEPT	$4,721.07
BOLTON & MENK	TEAP REVIEW	$1,750.00
CARD SERVICES CENTER	PARKS/STR/PZ/CC/PD/OFFICE/ANNX	$3,284.35
CARROLL CONSTRUCTION SUPP	PARKS MAINT	$124.74
CENTRAL STATES SOUTHEAST & SOU	FEBRUARY EE HEALTHCARE	$30,362.00
COOPERATIVE ENERGY COMPANY	FUEL	$4,092.27
DANKO EMERGENCY EQUIPMENT CO.	VEHICLE MAINT	$410.00
DENNIS E MERRY	JANITORIAL SVCS	$2,000.00
DICKINSON COUNTY NEWS	PUBLICATIONS	$556.74
DICKINSON COUNTY TRAILS	REAP GRANT REIMBURSEMENT 90%	$63,184.50
FASTENAL	SEWER SUPPLIES	$332.12
FORCE AMERICA	VEHICLE MAINT	$520.13
GALLS LLC	CLIPBOARD/AXNE	$28.96
GENERAL TRAFFIC CONTROLS	LED INSERT	$274.98
HEARTLAND TIRE	POLICE VEHICLE MAINT	$639.12
HULSTEIN EXCAVATING, INC.	E21055 13TH LFT STATION FINAL	$36,535.03
INTERNAL REVENUE SERVICE	FED/FICA TAX	$22,042.27
IOWA GREAT LAKES SANITARY DIST	SEWER USAGE	$1,186.79
IOWA LAKES ELECTRIC COOP	MONTH SVC STREET LIGHTS	$425.00
IPERS	IPERS REGULAR	$15,468.07
JACK'S UNIFORMS & EQUIP.	WARBURTON NAME TAPE	$11.00
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES FIRE DEPT	$93.60
KAPP'S FIRE EQUIP. & SERV.	ANNUAL INSPECTIONS	$623.30
K.C.NIELSON, LTD	PARKS VEHICLE MAINT	$213.83
KIMBALL MIDWEST	STREET SUPPLIES	$33.80
KINGLAND CONSTRUCTION SEVICE	FINAL PAY APP #16 PW BUILDING	$4,000.00
LAKES NEWS SHOPPER	MONTHLY ADS	$463.40
LOFFLER	POLICE COPIER/COPIES	$20.91
MATHESON TRI-GAS INC	STREET SUPPLIES	$275.35
MENARDS - SPENCER	PARKS REPAIRS & MAINT	$298.60
MILFORD COMMUNICATIONS	BROADBAND/PHONE	$812.67
MILFORD ELECTRIC INC.	COMMUNITY CTR OUTLETS	$361.80
MILFORD MUNICIPAL UTILITY	FEBRUARY SVC	$10,406.50
MOBILE HEALTH SERVICES	FD PHYSICALS	$3,700.00
NEW COOPERATIVE INC.	FIRE DEPT FUEL	$292.13
NEWMAN SIGNS, INC.	STREET DEPT SUPPLIES	$138.88
PURCHASE POWER	POSTAGE	$159.35
RJ THOMAS MFG. CO. INC.	PARKS MAINT	$461.00
SIBLEY SHEET METAL INC	SHELTER HOUSE FURNACE	$4,705.00
SIOUX SALES COMPANY	BREVIK ALLOWANCE BALANCE	$600.00
STEIN LAW OFFICE	FEBRUARY SVC	$3,940.00
SUNSHINE FOODS	FIRE DEPT SUPPLIES	$75.65

TEAM ENTERPRISES	PARKS MAINTENANCE	$275.00
TIGER PRIDE LAWNCARE	CH FEBRUARY SVC	$135.00
TREASURER, STATE OF IOWA	STATE TAXES	$2,505.41
TRUE VALUE-MILFORD	SUPPLIES	$113.04
VERIZON WIRELESS	FEBRUARY SVC	$291.61
VORTEX OPTICS	VIPER SPOTTING SCOPE/HOSS	$600.00
Accounts Payable Total		$245,972.12
Payroll Checks		$73,287.62
***** REPORT TOTAL *****		$319,259.74

Paid from the following funds: General Fund: 136,915.92; Road Use Tax: 19,713.64; Employee Benefits: 22,027.33; Hotel Motel Tax: 63,184.50; Capital Equipment (LOST):6,187.50; ARPA Lift Station Project: 36,535.03; 9th St. Project: 2,470; Public Works Building: 4,000; Sewer Utility Fund: 28,025.83; Storm Water Utility Fund: 199.99

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 82,467.09; RUT: 33,507.89; Employee Benefits: 2,032.50; Hotel/Motel: 63,822.10; TIF: 7,095.31; LMI Fund: 4,144.39; Debt Service: 7,181.40; Capitol Equipment (LOST); 34,720.55; Capital Project Reserve: 8,288.78; Capital Project South Shore AJ: 148.00; 9th St. Project: 64,196.01; A34 West Project: 193,745.85; Public Works Building: 720,000.00; Sewer Utility 40,462.01; Storm Water Utility: 12,054.36

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

Council reviewed the February Bank Cash report, Clerks/Treasurer report, Monthly Expense and Revenue reports, Police report, Fire Department minutes and call log, Community Center, Planning & Zoning, Library along with the March events, Dickinson County Recycling Commission minutes and Shield board agenda and minutes from December 2024.

PUBLIC HEARING

Public hearing on annexations LucileMae, LLC 6:30 p.m.

Mayor Anderson opened the public meeting at 6:32 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 6:33 p.m.

Public hearing on annexations Burrell Oil at 6:31 p.m.

Mayor Anderson opened the public meeting at 6:33 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 6:34 p.m.

ACTION & DISCUSSION ITEMS

Park Board Discussion

No discussion.

Resolution approving LucileMae, LLC Voluntary Annexation

Motion by Hoffman second by Hinshaw to approve Resolution **25-20** Resolution approving LucileMae, LLC Voluntary Annexation. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving Burrell Oil Company Voluntary Annexation

Motion by Hoffman second by Frederick to approve Resolution **25-21** Resolution approving Burrell Oil Company Voluntary Annexation. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #7 final payment to Hulstein Excavating Inc. and authorizing change order #3 for the 2022 City of Milford lift station project

Motion by Hoffman second by Worshek to approve Resolution **25-22** Resolution authorizing payment #7 final payment to Hulstein Excavating Inc. and authorizing change order #3 for the 2022 City of Milford lift station project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried. Mayor Anderson expressed his concerns about potential flooding with how low the lift station sits along A34. City Administrator Reinsbach commented this project should have been finished back in 2023 and due to the fact final payment just occurred no money was budgeted and an amendment may be needed.

Resolution authorizing payment #16 final payment to Kingland Construction Services for the public works building

Motion by Hinshaw second by Frederick to approve Resolution **25-23** Resolution authorizing payment #16 final payment to Kingland Construction Services for the public works building. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing to amend Zoning Ordinance "Storage Facilities"

Motion by Hoffman second by Mohni to approve Resolution **25-24** Resolution setting public hearing to amend Zoning Ordinance "Storage Facilities" Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Approve Deputy City Clerk to attend IMFOA conference April 9-11, 2025

Motion by Hoffman second by Mohni to approve Deputy City Clerk Lissa Ballis to attend IMFOA conference April 9-11, 2025. All voting aye. Motion carried.

Discuss RAGBRI Ordinance

Deputy City Clerk Lissa Ballis explained that the city needs to put together an ordinance in attempt to govern the activities associated with RAGBRAI . This temporary ordinance would help city officials and Milford RAGBRAI Committee's deal with the public health and safety problems created by the infusion of a large number of people into the City of Milford when the Des Moines Register's Annual Great Bicycle Ride Across Iowa (RAGBRAI) arrives in Milford on July 20, 2025 and departs July 21, 2025. Joel McCarten who oversees the vendors commented the pricing

will need to be amended/updated and he will get this information to Lissa. Once the information is received the ordinance will be reviewed by the city attorney for any final changes and brought back for council to review.

Resolution setting public hearing on temporary RAGBRAI Ordinance
Motion by Hoffman second by Frederick to table until the next council meeting. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach let council know that the televising on the sanitary sewer line by the Downtown Church was good and that there will be a precon meeting next week on the 9th St. project. The contractor would like to start early April. Also, a reminder that during the March 24th meeting the results of the survey on the 4/3 lane conversion will be on the agenda. Public Works Director Kent Eilers advised the council he met with the RAGBRAI team about land to use and the city needs 80 acres and so far we have only come up with half and will need the whole airport not just the grass runway. With no other discussion, motion to adjourn by Hoffman second by Hinshaw at 7:01 p.m. All voting aye. Motion carried.

Respectfully submitted,

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