CITY COUNCIL
REGULAR MEETING
APRIL 14, 2025 6:30 P.M.

The Milford City Council met in regular session April 14, 2025 at 6:30 p.m. in the 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, Anthony Gonzalez, Lillian Clark, Andrew Schultes, Don Brinkley, Brent Sexton, Mac Arndt, Cooper Winkel, and Owen Engel.

Mayor Steve Anderson led the Pledge of Allegiance.

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

Motion by Hoffman second by Mohni 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 3, 2025 council meeting
- Transient Merchant License for Norseman Lobster
- Liquor license renewal for Pioneer Theatre
- Amendment to Dollar General liquor license ownership update
- Liquor license renewal for Dollar General
- Monthly bills- approve and bills paid in vacation

4 EVERGREEN	SNOW REMOVAL	$450.00
A & B BUSINESS SOLUTIONS	COPIER/COPIES	$140.00
A & M SERVICES INC.	MARCH SERVICES	$42.00
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$658.09
AFLAC	AFLAC PRE TAX	$930.86
ALPHA WIRELESS COMM. CO.	FCC LICENSING	$100.00
ALTEC INDUSTRIES, INC.	VEHICLE MAINTENANCE STREET	$626.36
ADVANCED NETWORK PROFESSIONA	MARCH SVC	$910.90
ARMOR EQUIPMENT	SEWER DEPT VEHICLE MAIN	$245.94
ARNOLD MOTOR SUPPLY	SUPPLIES	$2,034.48
ARTHUR J. GALLAGHER RISK MNGM	25-26 AVIATION LIABILITY POLIC	$3,750.00
ASHER MOTOR CO.	FIRE DEPT 698-1 MAINT	$82.10
AT&T MOBILITY	PD CELL/LAPTOPS	$562.34
BAKER & TAYLOR INC.	BOOKS	$978.79
BALLIS, MELISSA	RAGBRAI MEETING TRAVEL	$284.20
BARCO MUNICIPAL PROD. INC	STREET DEPT SUPPLIES	$57.12
BECK ENGINEERING INC	2025 ENGINEERING	$15,165.75
BECK EXCAVATING INC.	PAY APP#2 FLORENCE PK IMPROV	$167,598.43
BIBLIONIX	ACCT#100525 - SUBSCRIPTION	$1,650.00
BLACK HILLS ENERGY	FLORENCE PARK	$174.19
BOLTON & MENK	MILFORD TEAP REVIEW	$7,461.50
BOMGAARS	FEB-MAR EXPENSES	$73.75
BRAXTON CLARK	REIMBURSE VEHICLE MAINT	$55.00
BROWNELLS, INC.	POLICE DEPT SUPPLIES	$117.18
BUSINESS TODAY	FD VIRUS REMOVAL/UPDATES	$145.00
CANON FINANCIAL SERVICES	LIBRARY COPIER	$143.66
CARD SERVICES CENTER	TRAINING	$1,648.95
CENGAGE LEARNING	BOOKS	$98.96
CENTRAL STATES SOUTHEAST & SO	EE HEALTHCARE	$39,738.50
CERTIFIED TESTING SERVICES INC	SL3708-2024 FLORENCE PK IMPROV	$1,714.00
CENTRAL IOWA TELEVISING LLC	STORM SEWER INVESTIGAION	$5,960.99
CITY OF SPENCER	COOP TESTING JAN 2025	$302.45
CIVIC SYSTEMS, LLC	50% DWN NEW SOFTWARE/TRAIN/	$22,230.00
CLERK OF DISTRICT COURT	COURT COSTS	$60.00
COOPERATIVE ENERGY COMPANY	FUEL	$3,941.47
CUTTING EDGE SALES & SERVICE	FIRE DEPT MAINT	$33.93
CYBRARIAN CORPORATION	SOFTWARE SUBSCRIPTION 25/26	$865.00
DEMCO INC	LIBRARY SUPPLIES	$100.74
DENNIS E MERRY	JANITORIAL SVCS	$2,000.00
DES MOINES REGISTER	MARCH SERVICE	$118.13
DICKINSON COUNTY NEWS	PUBLICATIONS	$618.08
DICKINSON COUNTY REGIONAL	GREEN WASTE	$1,052.00
DON PIERSON FORD	POLICE VEH MAINT	$26.15
FELD FIRE	VERIDIAN GEAR	$12,580.75
GALLS LLC	AXNE GEAR	$10.29
GENERAL TRAFFIC CONTROLS	STREET SUPPLIES	$31.00
GORDON FLESCH COMPANY	LASERFICHE DEC-MAR 2025	$112.00
HALLIDAY PRODUCTS	TRASH BSKT SEWER DEPT	$780.00
HELLER ENTERPRISES LLC	FD BACKFLOW TESTS/SUPPLIES	$345.86
HILLCREST FORGE	PARKS DEPT REPAIR	$135.28
HTM SALES INC.	SEWER REPAIRS	$394.00
IMWCA	FINAL AUDIT PREMIUM	$2,349.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	$37,749.12
IOWA LAKES ELECTRIC COOP	FEBRUARY SVC	$386.00
IOWA LAW ENFORCEMENT ACADEM	MMPI TRANSFER-LYNCH	$20.00
IPERS	IPERS REGULAR	$18,385.23
JUNIOR LIBRARY GUILD	BOOKS	$794.39
KERI JOSTAND	COMM CTR REFUND 5/25/25	$150.00
KIMBALL MIDWEST	PARKS REPAIRS & MAINT	$77.50
KNIGHT PROTECTION	FIRE DEPT ALARM TEST/INSPECT	$860.00

LAKES NEWS SHOPPER	MONTHLY ADS	$385.40
LOFFLER	POLICE DEPT COPIER/COPIES	$16.61
MATHESON TRI-GAS INC	SEWER DEPT SUPPLIES	$87.74
MENARDS - SPENCER	PARKS SUPPLIES	$1,013.73
MID-AMERICAN RESEARCH CHEMIC	WIPE OUT BAGS	$1,050.00
MIDWEST BREATHING AIR L.L.C.	NFPA QTRLY AIR TEST	$239.50
MIDWEST FENCE AND GATE CO, INC	AIRPORT 4' FENCE WITH GATE	$20,674.99
MILFORD COMMUNICATIONS	BROADBAND/PHONE	$1,288.22
MILFORD ELECTRIC INC.	FIRE DEPT-WIRING GENERATOR	$3,854.84
MILFORD MUNICIPAL UTILITY	MARCH SVCS	$9,852.78
MONTANA GUIDROZ	FLORENCE PK REFUND 3/30/25	$75.00
NEW COOPERATIVE INC.	FIRE DEPT FUEL	$254.73
NWIPDC	SHIELD FY25 4TH DRAW	$3,500.00
OKOBOJI PLUMBING & HEATING INC	POLICE DEPT WATER LEAK	$230.00
OTC BRANDS, INC	LIBRARY SUPPLIES	$25.96
PLAYAWAY PRODUCTS	BOOKS	$623.65
REINSBACH, LEANN	SUPPLIES PW/COMM CTR	$66.64
SHEA'S CLEANING	MARCH FD JANITORIAL	$525.00
SIEGRIST JONES LIPPS & BAKKE	ZONING - LIVELY	$3,120.00
SPENCER REPORTER	YRLY SUBSCRIPTION	$99.00
STEIN LAW OFFICE	MARCH LEGAL	$3,871.48
STOREY KENWORTHY	PAPER OFFICE/PD DEPT	$97.48
SUNSHINE FOODS	PAPER PRODUCTS	$30.97
TIGER PRIDE LAWNCARE	CH MARCH SVC	$135.00
TREAS. - STATE OF IOWA	FEBRUARY SALES TAX	$907.85
TREASURER, STATE OF IOWA	STATE TAX	$2,742.26
TRUE VALUE-MILFORD	SUPPLIES	$84.07
UNITED COMMUNITY BANK FOR PET	APRIL POSTAGE	$24.63
VANDER HAAG'S INC.	STREET VEH MAINT	$366.90
VERIZON WIRELESS	MARCH SVC	$191.41
WEDEKING PIT & PLANT	WASHED SAND	$42.00
ZIEGLER INC.	STREET VEH MAINT	$325.77
Accounts Payable Total		$415,911.02
Payroll Checks		$131,916.57
***** REPORT TOTAL *****		$547,827.59

Paid from the following funds: General Fund: 231,342.45; Road Use Tax: 20,957.39; Employee Benefits: 31,669.16; Hotel Motel Tax: 2,445.58; Capital Equipment (LOST):112,420.81; Capital Project Reserve: 101,992.16; 9th St. Project: 2,952.00; Public Works Building: 360.67; Sewer Utility Fund: 37,738.03; Storm Water Utility Fund: 5,949.34

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 156,576.98; RUT: 30,165.12; Employee Benefits: 14,590.80; Hotel/Motel: 3,229.44; TIF: 78,945.03; LMI Fund: 4,626.38; Debt Service: 21,907.27; Capitol Equipment (LOST); 3,558.76; Capital Project Reserve: 11,502.77; Sewer Utility 41,489.92; Storm Water Utility: 12,047.70

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, Airport Commission, Community Center, Park Board, Planning & Zoning, Library along with the April events, and Dickinson County Recycling Commission minutes.

PUBLIC HEARING

Zoning code changes on storage facilities. The proposed changes include but are not limited to changes to Sections 7.11, 8.7,10.9, 11.9 and other related sections. The proposed changes include adding storage facilities in the MH, LI, and HI, Districts and also include minimum setbacks from the public right of way of 200 feet and prohibiting habitation at 6:30

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. Don Brinkley expressed his concerned about how one would regulate habitation. Mayor Anderson commented that it's written in the state code you can't live is a storage building. Anderson also felt this could be regulated by not allowing water and sewer. Council Hoffman disagrees and felt water and sewer should be allowed. Brent Sexton, who is the chair of the P&Z said the commission talked about this and did not want water and sewer excluded in the amendment. With no other comments from the public Mayor Anderson closed the public hearing at 6:41 p.m.

ACTION & DISCUSSION ITEMS

Park Board Discussion

No discussion.

Ordinance amending the zoning code of ordinances of the City of Milford, Iowa regarding storage facilities. The proposed changes include but are not limited to changes to Sections 7.11, 8.7,10.9, 11.9 and other related sections. The proposed changes include adding storage facilities in the MH, LI, and HI, Districts and also include minimum setbacks from the public right of way of 200 feet and prohibiting habitation at 6:30

First consideration of an Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above regarding storage facilities

Motion by Hinshaw second by Worshek to approve first reading of **Ordinance 4-14-25** Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, and Worshek. Nay: Mohni. 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 storage facilities as stated above

Motion by Hoffman second by Hinshaw to consider waiving the second and third reading and passage of **Ordinance 4-14-25** Ordinance amending the zoning code of ordinances of the city of Milford, Iowa as stated above. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, and Worshek. Nay: Mohni. Motion carried

Motion by Hinshaw second by Worshek to adopt **Ordinance 4-14-25**. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, and Worshek. Nay: Mohni. Motion carried.

Discussion on Officer Lynch take home vehicle

The employee handbook states that any officer who has a designated patrol vehicle to take home, this vehicle will only be allowed within a 10-mile radius of the Milford Police Department unless approved by the City Council and Chief of Police. Chief Brevik stated Lynch lives approximately 11.8 miles from the city limits and does not have any issues with Lynch taking a patrol car home. Hoffman doesn't think it's a good idea "where do you draw the line if the next officer lives 15 miles away. Just want everyone to think about this." Motion by Hinshaw second by Worshek to allow officer Lynch to drive a police vehicle home with the understanding he does not clock in until he is at the police station or within the city limits. It would not be right for the city to pay for his driving time from Spencer. All voting aye. Motion carried.

Discussion on placement of fire hydrant north of the former Milford Motors building

Public Works Director Kent Eilers explained that with RAGBRAI coming there will be a shower trailer located in this area. The initial discussion was to dig down and tap the main for a temporary service. Eilers suggested if we are going to dig down why don't we just set a fire hydrant. MMU General Manager Brad Willemssen was concerned about the hydrant being damaged by vehicles entering or exiting the property and felt if the hydrant was protected by bollards, it would be okay to add the hydrant. MMU would provide the materials and help with installation. Motion by Hinshaw second by Frederick to move forward with hydrant placement. All voting aye. Motion carried.

Discussion on hiring an engineer to review Plans and stormwater report for the Okoboji Elementary School Project

Beck Engineering works for the city and is also doing some preliminary work for the Okoboji Elementary School Project. In the past the city has hired HR Green to review projects like this. Motion by Hinshaw second by Hoffman to have City Administrator Reinsbach reach out to HR Green to review. All voting aye. Motion carried.

Discussion on code Chapter 75 All-terrain vehicles and snowmobiles

Council person Shane Hoffman would like to see the city update Chapter 75 and remove the safety flag. The rest of the council agreed to the update. Mayor Anderson asked to set the public hearing to update this chapter during the April 28th meeting.

Discussion on Casey's garbage

Council person Shane Hoffman commented there is an incredible amount of garbage from Casey's on property owners' yards and alley east of Casey's and will do some research on getting this cleaned up. Sometimes Grapetree will donate manpower for things like this.

Set public hearing on FY2026 budget for April 28, 2025 at 6:30 p.m.

Motion by Hoffman second by Hinshaw to set public hearing on FY2026 budget for April 28, 2025 at 6:30 p.m. All voting aye. Motion carried.

Resolution approving contract between Teamsters Local #554 and the City of Milford, IA

Motion by Hoffman second by Hinshaw to approve Resolution **25-27** Resolution approving contract between Teamsters Local #554 and the City of Milford, IA Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #1 to Beck Excavating, Inc for the City of Milford Florence Park Improvement Project Phase I. Motion by Mohni second by Hinshaw to approve Resolution **25-28** Resolution authorizing payment #1 to Beck Excavating, Inc for the City of Milford Florence Park Improvement Project Phase I. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving the voluntary annexation of 2185 230th Ave, Milford, Iowa

Motion by Hinshaw second by Hoffman to approve Resolution **25-29** Resolution approving the voluntary annexation of 2185 230th Ave, Milford, Iowa. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing on zoning change for Burrell Oil Company, Inc.

Motion by Hoffman second by Hinshaw to approve Resolution **25-30** Resolution setting public hearing on zoning change for Burrell Oil Company, Inc. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Further discussion on 4-3 lane conversion on US 71

The council discussed this again and heard from a couple of residents that they are opposed to the conversion. Police Shilo Brevik stated from a safety perspective the 3 lane is definitely the best option. Councilman Worshek supports the 3-lane conversion. Councilman Mohni also supports the 3-lane conversion after witnessing a backlog of cars trying to get onto Hwy 71 from 17th St. over the weekend. Councilman Hoffman feels it should stay as is and that he spoke with West Okoboji representatives they have no plans to switch to the 3-lane conversion. Councilman Frederick feels it will be too much of a change. Mohni asked if the other improvements the DOT recommend will still be covered. Reinsbach said the DOT will still take care of sign replacements and she would reach out on the emergency beacon for the fire department location.

Resolution supporting A 4-3 lane conversion on US 71

Motion by Worshek second by Mohni to approve Resolution **25-31** Resolution supporting A 4-3 lane conversion on US 71 Roll call vote. Voting aye: Worshek and Mohni. Nay: Hinshaw, Frederick, and Hoffman. Motion carried.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

Dennis Clark spoke about the Milford West Okoboji Trail Project he is solely working on and how he has adopted from the DOT 2.5 trail miles along Hwy 86 from Emerson Bay to Perkins in Milford. Mayor Anderson announced there will be a RAGBRAI public meeting on April 23rd at 6:00 p.m. With no other discussion, motion to adjourn by Hoffman second by Hinshaw at 7:47 p.m. All voting aye. Motion carried.

Respectfully submitted,

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