CITY COUNCIL
REGULAR MEETING
MAY 12, 2025 6:30 P.M.

The Milford City Council met in regular session May 12, 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, Tyler Lynn, Brad Englund, Evan White, Doug Eihausen, Drew Hage, Monte Burrell, Evan Burrell, Sophia Hawn, Kaitlynn Bosma, Willa Wipperforth, Lily Waltman and Steve Schwaller.

Mayor Steve Anderson led the Pledge of Allegiance.

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

Motion by Hinshaw 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 April 28, 2025 council meeting
- Liquor license renewal for Rax Billards
- Monthly bills- approve and bills paid in vacation

A & B BUSINESS SOLUTIONS	COPIER/COPIES	$116.24
A & M SERVICES INC.	APRIL SVC	$42.00
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$446.56
AFLAC	AFLAC PRE TAX	$930.86
ALLIANT ENERGY	APRIL SVC	$50.58
ANDERSON, GILLIAN	SUPPLY REIMBURSEMENT	$53.50
ADVANCED NETWORK PROFESSIONALS	CONTRACTED HOURS	$5,905.90
ARNOLD MOTOR SUPPLY	SUPPLIES	$2,899.30
AT&T MOBILITY	PD CELL/LAPTOPS	$562.34
BAKER & TAYLOR INC.	BOOKS	$697.19
BALLIS, MELISSA	IMFOA CONFERENCE MILEAGE REI	$541.20
BECK ENGINEERING INC	FLORENCE PARK IMPROVEMENTS	$23,759.25
BECK EXCAVATING INC.	E23059 FLORENCE PK IMPROVEME	$310,220.15
BLACK HILLS ENERGY	MARCH FD SVC	$1,240.34
BOHLMANN	STAINLESS STEEL DOORS/SUPPLIES	$3,859.92
BOLTON & MENK	TEAP REVIEW	$8,397.50
BOMGAARS	PARKS SUPPLIES/MAINT	$394.85
BROWNS LAWN & LANDSCAPE	WEED CONTROL/FERTILIZER	$1,795.10
CANON FINANCIAL SERVICES	LIBRARY COPIER	$71.83
CARD SERVICES CENTER	PARKS,POSTAGE,MAINT,PZ,SUPPLIE	$3,684.15
CENTER POINT LARGE PRINT	BOOKS	$2,358.72
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	$32,148.00
CERTIFIED TESTING SERVICES INC	SL3708 -2024 FLORENCE PARK	$5,518.00
COHRS CONSTRUCTION, INC	PEA ROCK	$137.40
CONSUMERS LUMBER	FLORENCE PARK SUPPLIES	$59.36
COOPERATIVE ENERGY COMPANY	FUEL	$5,061.17
CORNELL ABSTRACT CO.	BURRELL ANNEXATION CERTIFICAT	$60.00
DAKOTA SUPPLY GROUP	CURB RUNNERS	$1,715.00
DEMCO INC	BARCODE	$86.39
DENNIS E MERRY	JANITORIAL SVCS	$2,000.00
DES MOINES REGISTER	YEARLY SUBSCRIPTION	$532.33
DICKINSON COUNTY	GRADER BLADES	$2,710.00
DICKINSON COUNTY NEWS	APRIL PUBLICATIONS	$1,063.39
DICKINSON COUNTY REGIONAL	GREEN WASTE	$1,200.00
DICKINSON RECORDER	LUCILEMAE ANNEXATION FEE	$853.00
ELIZABETH CHEVROLET	SWIVEL VEH MAINT	$72.68
FARBER BAG & SUPPLY CO	DICKINSON CO EMA PLASTIC BAGS	$261.00
FICK'S ACE HARDWARE	PARKS MAINT SUPPLIES	$10.56
FRIENDS OF MILFORD	ALLIANT ENERGY GRANT REIMBURS	$500.00
GALLS LLC	LYNCH PANT	$283.57
GENERAL TRAFFIC CONTROLS	HWY 71 & 6TH REPAIR	$1,800.00
HOLIDAY INN DES MOINES AIRPORT	CITMI - IMFOA CONFERENCE	$237.44
IA DEPT OF PUBLIC SAFETY	ONLINE WARRENT SYSTEM	$300.00
IA COMMUNITIES ASSURANCE POOL	ADDITION WHEEL LOADER	$503.00
INTERNAL REVENUE SERVICE	FED/FICA TAX	$23,609.70
IOWA FIREFIGHTERS ASSOCIATION	FIRE DEPT MEMBERSHIP DUES	$838.00
IOWA LAKES ELECTRIC COOP	MARCH SVC	$735.00
IOWA ONE CALL	DEC-MARCH CALLS	$354.20
IPERS	IPERS REGULAR	$16,182.50
JACK'S UNIFORMS & EQUIP.	LYNCH UNIFORM	$418.64
JCL SOLUTIONS-JANITORS CLOSET	SUPPLIES, INCLUDES CREDIT	$321.41
K.C.NIELSON, LTD	TORSION	$212.02
KCL ENGINEERING LLC	MILFORD FD ELECTRICAL UPGRADE	$500.00
KHRISTIAN POWELL	COMM CTR EAST CONST DWNPMNT	$11,000.00
KOENIG PORTABLE TOILETS	SOUTH SHORE RENTAL	$100.00

LAKES NEWS SHOPPER	MONTHLY ADS	$279.40
LAKES REGIONAL HEALTHCARE	DOT TESTING	$70.00
LAKESHORE LEARNING MATERIALS	SUPPLIES	$171.35
LOFFLER	PD APRIL SVC	$22.11
MASON DAHMS	TOBACCO COMPLIANCE	$100.00
MENARDS - SPENCER	PARKS MAINT, BEAUTIFICATION	$864.95
MILFORD COMMUNICATIONS	BROADBAND/PHONE	$874.84
MILFORD MUNICIPAL UTILITY	APRIL SVC	$8,643.17
ODEYS	FIELDMASTER REPLACMENTS	$587.82
PLAYAWAY PRODUCTS	BOOKS	$327.44
PLUMB SUPPLY COMPANY	URINAL	$120.28
RENT ALL, INC	OVERSEEDER-PARKS	$133.00
STATE STEEL SUPPLY COMPANY	PARKS REPAIRS	$259.20
STEIN LAW OFFICE	APRIL SVC	$3,235.28
STOREY KENWORTHY	OFFICE SUPPLIES	$190.48
SUNSHINE FOODS	MILFORD MEMORIAL LIBRARY	$97.25
TIGER PRIDE LAWNCARE	APRIL SVC - POLICE DEPT	$90.00
TITAN MACHINERY	VEHICLE MAINT	$310.36
TREAS. - STATE OF IOWA	APRIL SALES TAX	$1,718.38
TREASURER, STATE OF IOWA	STATE TAX	$2,695.92
TRUE VALUE-MILFORD	SUPPLIES	$180.06
UNITED COMMUNITY BANK FOR PETT	MAY POSTAGE	$78.38
VANDER HAAG'S INC.	DASH PANEL	$225.00
VERIZON WIRELESS	APRIL SVC	$191.38
WEDEKING PIT & PLANT	STREET MAINT	$1,523.16
WINTHER STAVE & CO. LLP	TRUST CONSULTATION	$425.00
WITTROCK LAWN SERVICE	CEMETERY MOW 4/28/25	$475.00
Accounts Payable Total		$503,300.45
Payroll Checks		$78,558.85
***** REPORT TOTAL *****		$581,859.30

Paid from the following funds: General Fund: 159,052.97; Road Use Tax: 24,666.46; Employee Benefits: 23,813.33; Hotel Motel Tax: 1,496.00; Capital Equipment (LOST):8,897.50; Capital Project Reserve: 261,473.15; 9th St. Project: 3,690.00; Capital project A34 West: 70,433.00; Sewer Utility Fund: 27,266.76; Storm Water Utility Fund: 1,070.13

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 610,306.43; RUT: 38,857.70; Employee Benefits: 137,070.76; Hotel/Motel: 5,320.99; TIF: 276,199.60; LMI Fund: 4,680.36; Debt Service: 145,868.75; Capitol Equipment (LOST); 3,600.28; Capital Project Reserve: 21,285.72; Sewer Utility 39,156.90; Storm Water Utility: 12,207.10

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

PUBLIC HEARING

Public hearing on zoning change for Burrell Oil Company, Inc at 6:31 p.m.

Mayor Anderson opened the public meeting at 6:32 p.m. City Administrator LeAnn Reinsbach mentioned Doug Eihausen called and was concerned if his property would be annexed and felt the annexation for mobile homes on highway frontage was not necessary. With no other comments from the public Mayor Anderson closed the public hearing at 6:34 p.m.

ACTION AND DISCUSSION ITEMS

Park Discussion

No discussion.

Ordinance amending the zoning code of ordinances of the city of Milford, Iowa changing zoning of property recently annexed. (Burrell Oil Company)

Motion by Hoffman second by Frederick to approve first reading of **Ordinance 5-12-25** Ordinance amending the zoning code of ordinances of the city of Milford, Iowa changing zoning of property recently annexed. (Burrell Oil Company to a MH district). Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Motion by Hoffman second by Mohni to consider waiving the second and third reading and passage of **Ordinance 5-12-25** Ordinance amending the zoning code of ordinances of the city of Milford, Iowa changing zoning of property recently annexed. (Burrell Oil Company to a MH district). Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Worshek. Nay: None. Motion carried

Motion by Hoffman second by Worshek to adopt **Ordinance 5-12-25**. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Workforce housing tax credit application discussion- Drew Hage

Drew Hage with Spirit of Okoboji gave an overview of what is needed to apply for a workforce housing tax credit. They are looking at a 30-unit apartment complex in the former Boji Bay area. The city would need to fill out the tax credit application and zoning would need to sign off that the "project" is a principal permitted use in the AC district. Hage said the due date is June 15th and awarded in August. If awarded the city would need to match an approximate $250,000 on the with a 10-year tax abatement. The area in question would need to be pulled out of an existing TIF district prior to signing off on a tax abatement.

Resolution of support for a workforce housing tax credit application

Motion by Hoffman second by Hinshaw to approve Resolution **25-35** Resolution of support for a workforce housing tax credit application. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Council to approve City Administrator to attend IMPA June 9-11, 2025
Motion by Hoffman second by Hinshaw to approve City Administrator to attend IMPA June 9-11, 2025. All voting aye. Motion carried.

Update on working day on the A34/13th St. project
Mayor Anderson had concerns about the amount of working days left and how many days the contractor didn't work when they could have been working. Tyler with Beck Engineering agreed, feels the frustration and explained because this is a joint project with the Iowa DOT things are a little different and cited a list of Iowa DOT standard specifications that must be followed during the project.

Resolution setting public hearing on petition for voluntary annexation-Okoboji Community School
Motion by Hoffman second by Hinshaw to approve Resolution **25-36** Resolution setting public hearing on petition for voluntary annexation-Okoboji Community School. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution setting public hearing on petition for voluntary annexation- D&E Holzrichter Revocable Living Trust-Douglas J and Linda M. Holzrichter
Motion by Hoffman second by Hinshaw to approve Resolution **25-37** Resolution setting public hearing on petition for voluntary annexation- D&E Holzrichter Revocable Living Trust-Douglas J and Linda M. Holzrichter. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution approving purchase of new snowblower
Motion by Hoffman second by Hinshaw to approve Resolution **25-38** Resolution approving purchase of new snowblower. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, and Worshek. Nay: Mohni. Motion carried.

Resolution authorizing payment #3 and change order #2 to Beck Excavating Inc. for the 2024 City of Milford Florence Park Improvement project Phase 1.
Motion by Hoffman second by Worshek to approve Resolution **25-39** Resolution authorizing payment #3 and change order #2 to Beck Excavating Inc. for the 2024 City of Milford Florence Park Improvement project Phase 1. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Resolution authorizing payment #10 to Beck Excavating Inc. for the 2023 City of Milford A34/13th St. Improvement project
Motion by Hoffman second by Worshek to approve Resolution **25-40** Resolution authorizing payment #10 to Beck Excavating Inc. for the 2023 City of Milford A34/13th St. Improvement project. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Discuss US 71 Summary of Responsibilities, Long and short-term recommendations
Council reviewed both the long and short-term recommendations. Short-term recommendations that the city would be responsible for:

- Update existing pavement markings at or near all intersections as needed and consider the use of painted stop lines at all signalized and unsignalized intersections along the corridor.
- Adopt the use of ladder style crosswalks.
- Consider the use of one or more trained crossing guard(s) at specified locations (6th Street, 7th Street, or 8th Street intersection) for approximately 30 minutes and no less than the peak 15-minute traffic period to assist with the safe passage of all schoolchildren at the crosswalks during the school morning arrival and afternoon dismissal times.

Long-term recommendations that the city would be responsible for:

- Replace existing pedestrian and traffic signal equipment (poles, countdown timers, cabinets, or detectors) deemed necessary
- Consider the use of 4-section, flashing yellow arrow (FYA) signal heads for all northbound and southbound left turn movements at signalized intersections along the corridor.
- Consider the installation of an emergency vehicle warning sign with activated flashing beacon at the 19th Street intersection.
- Consider providing pedestrian equipment (pushbuttons and countdown timers) at the U.S. 71/Okoboji Avenue & IA 86 intersection.

Council took no action but in discussions would like to start saving back some money so when the time comes to move forward with the long-term recommendations we have a cushion to fall back on.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

With no other discussion, motion to adjourn by Hinshaw second by Mohni at 7:43 p.m. All voting aye. Motion carried.

Respectfully submitted,

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