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

The Milford City Council met in regular session November 10, 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, Levi & Moriah Markwardt, and Anthony Gonzalez.

Mayor Steve Anderson led the Pledge of Allegiance.

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

Motion by Mohni second by Hinshaw 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 October 27, 2025 council meeting
- Monthly bills- approve and bills paid in vacation

4 EVERGREEN	TREES	$5,894.90
A & B BUSINESS SOLUTIONS	MONTHLY SVC	$120.97
ADVANCED NETWORK PROFESSIONA	MONTHLY SVC	$1,257.50
ADVANTAGE ADMINISTRATORS	EE CONTRIBUTIONS	$211.53
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AFLAC		$461.41
ALLIANT ENERGY	MILFORD SIGN LIGHTING	$25.72
ANDERSON GILLIAN	REIMBURSEMENT	$314.33
ARNOLD MOTOR SUPPLY	SUPPLIES	$1,894.98
ARNOLDS PARK LIBRARY FOUDATIO	TRAINING DINNER	$140.00
AT&T MOBILITY	PD CELL / LAPTOPS	$600.22
BECK ENGINEERING INC	2025 CITY ENGINEERING	$8,172.50
BLACK HILLS ENERGY	FLORENCE PK OCT SVC	$58.32
BLACK HILLS ENERGY	CH OCTOBER SVC	$98.11
BOMGAARS	SUPPLIES	$1,070.30
BROWNS LAWN & LANDSCAPE	FERTILIZER & WEED CONTROL APP#	$579.68
BROWNS LAWN & LANDSCAPE	WEED CONTROL MAINT SHED	$203.00
C & B OPERATIONS LLC	PARK DEPT VEHICLE SUPPLIES	$64.54
CANON FINANCIAL SERVICES	LIBRARY COPIER	$71.83
CARD SERVICES CENTER	FRIE DEPT CREDIT CARD	$453.09
CARROLL CONSTRUCTION SUPP	STREET DEPT SUPPLIES	$150.00
CENGAGE GROUP	BOOKS	$49.48
CENTRAL STATES SOUTHEAST & SOU	EE HEALTHCARE	$32,148.00
CHRISTIANS SHEET METAL	ANNUAL SVC/FILTERS	$650.00
COOPERATIVE ENERGY COMPANY	FUEL	$4,432.75
CREATIVE PRODUCT SOURCE	SUPPLIES	$194.01
CUTTING EDGE SALES & SERVICE	PARKS SUPPLIES	$17.54
DANKO EMERGENCY EQUIPMENT CO	FD TRUCK REPAIR	$17,081.76
DANKO EMERGENCY EQUIPMENT CO	EQUIPMENT	$715.00
DENNIS E MERRY	SUPPLIES REIMBURSEMENT	$73.02
DENNIS E MERRY	OCTOBER JANITORIAL	$2,000.00
DICKINSON COUNTY NEWS	PUBLICATIONS	$800.58
DICKINSON COUNTY REGIONAL	GREEN WASTE	$1,975.00
DICKINSON RECORDER	RECEIPT 25-10477 MISCELLANEOUS	$645.00
DISCOVERY HOUSE INC.	FY25-26 CONTRIBUTION	$2,500.00
FASTENAL	STREET SUPPLIES	$191.54
GALEN'S PRO-MOW	STREET SUPPLIES	$345.23
HOTSY	FIRE DEPT SUPLIES	$2,500.36
IAFC MEMBERSHIP	DUES	$265.42
IMWCA	WORKERS COMP INS	$509.00
INGRAM LIBRARY SERVICES	BOOKS	$1,821.16
INTERNAL REVENUE SERVICE		$13,087.46
IOWA LAKES CORRIDOR DEVELOPM	FY25-26 SUPPORT	$10,400.00
IOWA ONE CALL	25-Jul	$25.80
IPERS		$8,842.31
JCL SOLUTIONS-JANITORS CLOSET	PARKS SUPPLIES	$151.29
KIMBALL MIDWEST	SEWER SUPPLIES	$843.30
LAKES NEWS SHOPPER	LIBRARY MONTHLY ADS	$606.80
LAKES REGIONAL HEALTHCARE	BRONSON SEYMOUR- DRUG TEST	$35.00
LOFFLER	PD COPIES/COPIER	$16.66
MENARDS - SPENCER	PARKS MAINTENANCE	$91.27
MIDWEST STORAGE SOLUTIONS	BUILDING MAINT	$169.94
MILFORD COMMUNICATIONS	LIBRARY BROADBAND	$1,044.68
MILFORD MUNICIPAL UTILITY	MONTLY SVC	$7,457.74
NEW COOPERATIVE INC.	PARK SUPPLIES	($487.75)
NEW COOPERATIVE INC.	PARK SUPPLIES	$170.57

NEW COOPERATIVE INC.	FIRE DEPT FUEL	$317.18
NEW COOPERATIVE INC.	FIRE DEPT FUEL	$270.76
NORTH CENTRAL INT'L INC.	VEHICLE MAINT	$117.78
ORIENTAL TRADING	LIBRARY SUPPLIES	$50.96
PHELPS UNIFORM SPECIALISTS	UNIFORM	$42.00
POWER SOURCE	CC NEWSPAPER	$1,890.00
REINSBACH LEANN	MILEAGE REIMBURSEMENT	$373.80
REINSBACH LEANN	COMM CTR SUPPLY REIMBURSEMEN	$45.26
SANFORD HEALTH	HEARING TESTS	$277.80
SMART APPLE MEDIA	BOOKS	$158.89
STATE STEEL SUPPLY COMPANY	PARKS SUPPLIES	$60.00
STEIN LAW OFFICE	OCTOBER SVC	$2,567.50
STOREY KENWORTHY	BOOKS	$129.36
SUNSHINE FOODS	SUPPLIES	$54.27
TREAS. - STATE OF IOWA	SEPTEMBER SALES TAX	$1,167.70
TREASURER STATE OF IOWA		$1,453.23
TRUE VALUE-MILFORD	BUILDING SUPPLIES	$368.95
TRUGREEN	CEMETERY WEED CONTROL	$1,690.00
WEDEKING CONSTRUCTION INC.	BALL DIAMONDS PIT REMOVAL	$1,732.50
WEDEKING SAM	1212 ABANDON WATER SVC	$1,975.00
Account Payable Total		$148,190.82
PAYROLL CHECKS		$80,768.72
*******REPORT TOTAL*******		**$228,959.54**

Paid from the following funds: General Fund: 151,966.76; Road Use Tax:47,915.22 Employee Benefits: 509.00; Hotel/Motel 579.68; Sewer Utility Fund: 19,363.44; Storm Water Utility Fund: 8,625.44

Monthly Clerk's/Treasurers Report with the following receipts: General Fund: 626,384.19; RUT: 27,553.62; Employee Benefits: 161,133.16; Hotel/Motel: 11,348.99; TIF:353,241.49; LMI Fund: 3,820.72; Debt Service: 180,816.10; Capitol Equipment (LOST):98,485.44; Capital Project Reserve: 7,641.43; Sewer Utility 30,979.01; Storm Water Utility: 11,574.31

CITIZEN OPPORTUNITY FOR COMMENT

Board/Commission Reports

Council reviewed the October Bank Reconciliation report, Clerks/Treasurer report , Monthly Expense and Revenue reports, Police report, Fire Department minutes and call log, Board of Adjustments, Community Center, Park Board, Planning & Zoning, Library along with the November events, and Dickinson County Recycling Commission minutes.

PUBLIC HEARING

Public hearing on proposed amendment to the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area at 6:30 p.m.

Mayor Anderson opened the public meeting at 6:44 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 6:45 p.m.

ACTION AND DISCUSSION ITEMS

Parks board discussion

No action.

Resolution to Declare Necessity and establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and approve Urban Renewal Plan Amendment for the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area

Motion by Hinshaw second by Frederick to approve Resolution **25-78** Resolution to Declare Necessity and establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and approve Urban Renewal Plan Amendment for the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

First consideration of An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the November, 2025 Addition to the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa

Motion by Hinshaw second by Worshek to approve first reading of **Ordinance 11-10-25** An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the November, 2025 Addition to the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa. 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 Providing for the Division of Taxes Levied on Taxable Property in the November, 2025 Addition to the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa

Motion by Worshek second by Mohni to consider waiving the second and third reading and passage of **Ordinance 11-10-25** An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the November, 2025 Addition to the Milford Urban Renewal Area a/k/a Milford South Industrial Park Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Worshek. Nay: None. Motion carried

Motion by Hinshaw second by Fredrick to adopt **Ordinance 11-10-25**. Roll call vote. Voting aye: Hinshaw, Frederick, Hoffman, Worshek and Mohni. Nay: None. Motion carried.

Bike trail-lift station

Public Works Director Kent Eilers informed the council that individuals have been driving on the new bike trail near the lift station south of the grass runway to access the back side of properties along Airport Drive. He stated that the trail is not designed for vehicle traffic and emphasized that it is intended solely for bicycle and pedestrian use. He noted that he is unsure what corrective measures should be taken but that the issue needs to be addressed.

Council to review/approve street closures for Holiday Fantasy parade December 6, 2025.
Motion by Mohni second by Worshek to approve the street closure for the Holiday Fantasy parade December 6, 2025. All voting aye. Motion carried.

Review of Chapter 105 Solid Waste
City Administrator advised the council that she had uploaded new information from the City Attorney to the shared Dropbox earlier that morning. As most council members had not yet had time to review the materials, the item was tabled.

Review of Chapters 134-140
City Administrator advised the council that she had uploaded new information from Jason with Beck Engineering to the shared Dropbox earlier that morning. As most council members had not yet had time to review the materials, the item was tabled.

COMMENTS BY MAYOR, COUNCIL, AND STAFF

City Administrator Reinsbach informed the council that the office is still becoming acquainted with the new software. The claims report and list of bills are currently not matching up so it's been a bit of a struggle. She also reported that she had spoken with the city's Financial Advisor, Tim Oswald, about attending an upcoming meeting to review the costs associated with constructing a lift station and extending sewer services west along A34 to connect the new Okoboji Elementary School, possible sidewalk and to accommodate future development. Mayor Anderson commented on the sidewalk, suggesting that the school should speak with the council regarding the project due to concerns about cost and engineering. He also recommended that the council consider issuing a request for proposals (RFP) for engineering services in the next budget cycle. Public Works Director Kent Eilers informed the council that the property located at 1608A Okoboji Avenue**,** behind the liquor store, has changed ownership. The new owners have been granted **a** written access and utility easement by the adjoining property owners**—**Sunshine Foods and Lakes Coin Laundry—with documents prepared by the city attorney. To avoid any conflict of interest, the council agreed to have the agreement reviewed by Attorney Abby Wallack and City Engineer Jason Eygabroad of Beck Engineering. Eilers told council the owner who purchased the former Woodlyn Hills Golf Course has put up a fence at the end of Woodlyn Drive and is concerned if a gate is installed snow removal will be an issue. Also discussed was addressing the speed limits west on A34 and the property the city owns by the former Zalaznik property when it comes to budget discussions if the city still wants to consider putting a driveway between the frontage road and P Ave. Lastly there was discussion about us helping out the Wahpeton with the street sweeper. The city will bill one time per year. With no other discussion, motion to adjourn by Mohni second by Hinshaw at 7:44 p.m. All voting aye. Motion carried.

Respectfully submitted,

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