

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Nick Wilson, at 7:00PM on Monday October 9<sup>th</sup>, 2017. Council Members in attendance were Jim Hegarty, JC McCaslin (arrived at 7:15PM), Brad Mulford, and James Robbins. Absent was Mike McKee. Also in attendance were Pat Nuehring, Public Works Director, Sam Cain, Police Chief, and Colten Kensett, Police Deputy.

Mayor Wilson led the Pledge of Allegiance.

Hegarty motioned to approve the agenda with the change, Robbins seconded the motion, and it passed unanimously.

Mayor Wilson announced that it was the time and place for the public comment time. Scott Deam was present and wanted know what was being done about the trailer parked at 459 N 2<sup>nd</sup>. He had filed a complaint because it blocks his view of traffic when backing out of his driveway. Chief Cain said that he had been spoken to several times about moving it, but nothing has happened. Councilman Robbins suggested that perhaps he can be cited as it is a safety concern. Cain will look into it further. Steve Ubben and Ty Sanders were present representing the Sheffield Area Economic Development group. They presented information they had gathered based on the housing survey they distributed to Sukup & LeMar Employees. They also presented information regarding a program called Better Iowa that they may be looking to participate in.

Hegarty made a motion to accept the minutes from the October regular session. Mulford seconded, motion carried unanimously.

McCaslin made a motion to approve the bill listing. Robbins seconded the motion and it carried unanimously.

Hegarty made a motion to approve the clerk's monthly finance report and Mulford seconded the motion, it carried unanimously.

In Old Business:

- The topic of sidewalk repair & replacement along with nuisance abatement letters that were sent out was addressed. Mayor Wilson said his opinion was that if you tear up the sidewalk for some reason, you should replace it in a timely manner (1 year). Hegarty shared that our city ordinance matches the state code regarding sidewalks. Julie Barkela was present and wanted to know what the ordinance said about having to have a sidewalk. Hegarty said that part of the problem is there is no definition for a "hazard" and it is up to the council discretion. Hegarty suggested having the city work closely with a contractor to make it more affordable for homeowners to replace. Mayor-Elect Scott Sanders said that the city needs to find a way to work with the homeowners. McCaslin explained that his opinion is that a sidewalk is enough of a hazard to be torn out to avoid someone getting hurt then it needs to be replaced and the council is trying to set a standard. Hegarty then made the observation that due to Councilman McKee being gone the council couldn't vote on any action due to Mulford and Robbins having to abstain for conflict of interest. Hegarty motioned to table the topic until the January meeting, McCaslin seconded, and it passed unanimously.
- Councilman Hegarty presented a simple spreadsheet to explain the Axon body camera that was approved at the last meeting. After the meeting, there were several questions, so the purchase was not made. After some brief discussion, Hegarty motioned to purchase 2 Axon Body Cameras using Police Seizures money. Mulford seconded and it was approved unanimously. 3 different bids for new tires for the police truck were presented. Robbins said he checked out the tread on the tires and they have 40-45% tread remaining on them. He suggested waiting it out as long as possible since the police is already at their expenditure threshold and are purchasing the body cameras which were not budgeted. He also recommends a softer tire and will get prices for them to use before the next meeting!

#### **New Business**

- Discussion regarding the building at 112 Gilman owned by Gene Whitmore occurred. The building is crumbling and falling and causing damage to the West Fork Wharf. Cain said that the city attorney told him to cite Whitmore into court. Mayor Wilson said that the attorney told him that the process must be followed through by the chief. Lucas Noss, owner of the West Fork Wharf, approached the council and asked if this could be considered an emergency

seizure since it is a hazard to public safety. The city explained that there are a lot of \$'s in liens against the property which the city would be responsible for if they take over. Robbins suggested having the attorney start the process of contacting lien holders, etc. Mayor Wilson will call and talk to Attorney Rosenberg.

- WHKS was present to present the council with the construction contracts with Wunsch Construction for the water main replacement project. Robbins motioned to approve the resolution accepting the contracts, Hegarty seconded the motion, and roll call vote was as follows, Ayes: Hegarty, McCaslin, Mulford, Robbins; Absent: McKee. Mayor Wilson declared the resolution approved, adopted, and numbered 18-17.
- WHKS also presented an amendment to the construction contract for professional services. This amendment will cover the rest of the construction phase. Mulford motioned to approve the amendment, Robbins seconded the motion, and it passed unanimously.
- One sealed bid for main street snow removal was presented. It was from Iowa Drainage in the amount of \$250/hour as a 2-year contract. McCaslin motioned to accept the bid, Mulford seconded the motion, and it was approved unanimously.
- Three sealed bids were received and opened for the new park shelter: Adams Concrete - \$16,500, Eric Craighton Construction - \$18,642.69, and Janssen Construction-\$14,200. Janssen's & Adams bids also each had an option to install a ceiling. Mulford motioned to select Janssen as the contractor as well as having the ceiling installed for a total of \$14,830.19. McCaslin seconded the motion and it passed unanimously.
- The city was approached by First Grace Baptist Church asking to either hire the city to fill cracks in their parking lot or to use the city's crack-fill machine. Hegarty stated that we haven't ever load out employees or equipment before and didn't think it was a good idea to start! The rest of the council agreed and no action was taken.
- The city clerk asked the council for permission to plan and hold the Sheffield Christmas Open houses with the businesses in town. Mulford motioned to approve, Hegarty seconded the motion and it passed unanimously.
- Three different quotes were presented to the council for tires for the Public Works Ford truck. McCaslin made a motion to purchase the TransForce tire from Jon's Auto. Robbins seconded the motion and it passed unanimously.
- There was a brief discussion about buying different flag poles that don't tangle as part of the flag program. The council all think it's a good idea, but they would like a better idea if the entire cost would be covered for new flags and poles from the sponsorships this year. The city clerk will research and gather numbers. Hegarty made a motion to table the topic until February. Mulford seconded the motion and it passed unanimously.
- The city clerk presented the TIF Certification for approval. Robbins motioned to approve the certification, Hegarty seconded the motion and it passed unanimously.
- The city clerk presented the process of moving from paper filing and storage to paperless storage for files in which the city must keep, but don't necessarily add to or access on a routine basis. The items will be scanned into and stored on the cloud back-up system. A log of all files scanned and presented to the council for approval prior to destruction. Hegarty motioned to approve the filing system, Mulford seconded the motion, and it was approved unanimously.
- The city clerk presented the health insurance renewal information. Premiums will be dropping by 18% due to staff age and lack of claims. They also now have the options of adding dental and vision insurance. After brief discussion, Hegarty motioned to approve the renewal as well as offering dental and vision insurance to families following the same funding as health insurance meaning the city pays 90% of premiums and employees pay 10%. Mulford seconded the motion and it passed unanimously.
- The fire department phone & internet utilities are out of contract with Frontier Communications. Currently, they are paying \$262 per month. The clerk presented two options to the council: Frontier Communications for

\$137/month for 2 years or Mediacom at \$94.95/month for 2 years. McCaslin motioned to contract with Frontier for 2 years, Mulford seconded the motion, and it passed unanimously.

- The Public Works Director presented information about a Snow Plow Truck. Mulford motioned to approve the purchase of the truck from IState Truck Center, Hegarty seconded the motion, and it passed unanimously. Brief discussion occurred regarding replacing the truck that was totaled in an accident. Nuehring told the council that he is ok driving the Ford 550 until July when the new budget is in place if he can budget to purchase a new truck for the long term.

Mayor/Council Comments – The clerk gave the council a copy of a letter received from Mediacom outlining that the Franchise agreement will be expiring in February and their intentions of renewing. She also informed the council that the auditors will be here the week of December 4<sup>th</sup>. Mayor Wilson asked the council for input on raises going into the new year: percentages, flat rate, merit raises, etc. Cory Eberling, Franklin County Supervisor, called Nick and said that after the election canvass, Dave Smit had the highest number of write-in votes with 10. He will be the new councilmember if he accepts.

Mulford motioned to adjourn the meeting, Hegarty seconded the motion and it passed unanimously. Adjournment at 9:05PM.

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Katy Flint, City Clerk

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Jim Hegarty, Mayor Pro-Tem