

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday October 8th, 2018. Council Members in attendance were Jim Hegarty, Nick Wilson, Dave Smit, and James Robbins. Brad Mulford joined at 7:45PM. Also, in attendance was Sam Cain, Police Chief; Pat Nuehring and Public Works Director.

Mayor Sanders led the Pledge of Allegiance.

Robbins made a motion to approve the agenda with the removal of “Delinquent Account – Julie Peltier” and “Creek Cleaning” on the new business plus moving Employee Handbook Changes to the first item on the new business. Smit seconded the motion and it passed unanimously.

Mayor Sanders announced that it was the time and place for the public comment time. There was none.

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

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

Smit made a motion to approve the clerk’s monthly finance report. Mulford seconded the motion and it passed unanimously.

Police Chief Cain gave the council an update on the happenings in the department during the past month. He reported that they had received several applications for the police officer position. The next step is to schedule the written test and physical agility test as none of the candidates have been through the academy yet. He is scheduling those for early December, then they will be able to narrow it down to the pool that they want to interview.

Public Works Director Nuehring gave his report to the council. His department is ready for the snow to fly. He also gave the council a quote for repairs to the painting at the pool before it is opened next summer. A compliment was given to Nuehring about his responsiveness to some requests recently.

Mayor Sanders gave an update about some positive things going on around town. He also gave the council an update regarding the ditch repairs at the corner of Crescent & Gilman. Finally, he told the council he is working on a plan with Nuehring to get some things cleaned up out at Gavlin’s Park.

New Business

- There was discussion regarding removing compensation reviews from the employee handbook. It was mentioned that performance reviews were still important, but that they were no longer wanting the compensation reviews to be tied to raises. The city clerk will send the existing verbiage from the employee handbook to Smit and he will work on verbiage for the next council meeting.
- Wilson motioned to approve the presented job description of the police officer position. Robbins seconded the motion and it passed unanimously.
- Smit motioned to approve a resolution authorizing a raise for the Police Chief. Mulford seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford, Robbins; Absent: Hegarty. Mayor Sanders declared the resolution approved, adopted, and numbered.
- Wilson motioned to approve a resolution authorizing a raise for the Public Works Director. Robbins seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford, Robbins; Absent: Hegarty. Mayor Sanders declared the resolution approved, adopted, and numbered.
- There was discussion about wanting a new city slogan to replace “Just a good start”. It was proposed to put it out to the public for their ideas and input. It was also mentioned to work with local businesses for donations to award the winner. The city will be putting notice and information out on Facebook, the newspaper, and radio. The city clerk should bring all suggestions to the council at the December meeting.
- There was discussion regarding the nuisance property in town that has been court ordered to be cleaned up.
- Wilson motioned to approve the tax abatement application from Dan & Jamie Stanbrough. Mulford seconded the motion and it approved unanimously.

- Smit made a motion to authorize the city clerk to apply for the Franklin County Community Foundation Grant for improvements to Galvin’s park. Mulford seconded the motion and it was approved unanimously.
- Mulford made a motion to advertise on Facebook and in the newspaper for mowing & spraying bids for the cemetery and other city properties. Smit seconded the motion and it was approved unanimously.
- Mulford made a motion to approve the health insurance renewal. Wilson seconded the motion and it was approved unanimously.
- Mulford motioned to authorize the city clerk to plan the holiday open houses again this year. Smit seconded the motion and it passed unanimously.
- Wilson made a motion to zero out the delinquent utility account for Brittany & Colten Wickwire due to the inability to collect funds. Mulford seconded the motion and it was approved unanimously. The city clerk will bring a resolution to the next meeting to give authorization to the city clerk to place liens on property taxes for unpaid accounts.
- The mayor and city clerk gave the council a little background information on the ISU Rising Star Internship program. After discussion, Smit mentioned that he thinks it would be a great program, but that the money just isn’t in this fiscal year. Wilson also commented that perhaps a workshop needs to be held to look at all the different economic development ideas and get more serious about an actual budget for those items.
- Mulford motioned to approve a resolution authorizing partial redemption of General Obligation Refunding Bond, Series 2013. Smit seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford; Absent: Hegarty & Robbins. The mayor declared the resolution approved, adopted, and numbered.
- A review of the existing investment policy occurred. Smit would like to see a written policy for checks and balances. The city clerk will bring it back to the next council meeting.
- Smit motioned to approve a resolution directing the clerk to publish notice of hearing on the adoption of the proposed code of ordinances of the City of Sheffield, Iowa. Mulford seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford; Absent: Hegarty & Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered.
- The city clerk informed the council that the city had been awarded a \$7500 grant from the Beth Reinhardt Foundation for new playground equipment. After some discussion, the general consensus was to have the clerk and mayor select a few new items to place at the park.

Mayor/Council Comments – There was none.

Smit motioned to adjourn the meeting. Mulford seconded the motion and it passed unanimously. Adjournment at 8:45PM.

Katy Flint, City Clerk

Scott Sanders, Mayor