

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday March 12th, 2018. Council Members in attendance were Jim Hegarty, Nick Wilson, Dave Smit, Brad Mulford, and James Robbins. Also, in attendance were Pat Nuehring, Public Works Director and Sam Cain, Police Chief.

Mayor Sanders led the Pledge of Allegiance.

Wilson motioned to approve the agenda, Robbins 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.

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

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

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

Mayor Sanders then allowed Dale Sheriff to speak. The mayor knew he was present to speak during the public forum but arrived after that time. Sheriff addressed the council and explained that he wanted to build a lean-to on the west side of his garage, but in the process discovered that they don't own any land west of their driveway, even though they maintain as such. He inquired about purchasing a 20ft strip of land from the council. Councilman Smit said that he felt it was important to talk to any potential developers to see how it would affect a housing development. Mayor Sanders also explained to Sheriff that the city cannot just sell to him and they would have to open it as a public sale of that portion. Wilson questioned if the city sold the requested amount, then they would be opening the door to other adjacent property owners wanting to buy land, which could hurt a potential development. The mayor explained that some further information will be gathered and he will be in touch with Sheriff.

Robbins motioned to open the public hearing on a proposal to enter into a General Obligation Water Improvement Loan & Disbursement Agreement. Hegarty seconded the motion and it passed unanimously. Public Hearing opened at 7:18. There was no one from the public with comment, so Smit motioned to close the public hearing, Mulford seconded the motion, and it passed unanimously. Public hearing closed at 7:20.

Old Business:

- Brian Miller, attorney from Hampton, was present to answer questions from the council regarding the possibility of him representing the city. He answered several questions from the council including ones about representing the city in court over city ordinance violations, dangerous buildings on main street and others. Miller stated that when he works with a city, he prefers to not receive phone calls from individual council members and prefers that all communication goes through the mayor or city clerk, so that it is representing the city's questions and needs and not that of one council member. The council thanked Miller for his time and said they would be in touch.

New Business

- Hegarty motioned to approve a proclamation declaring the week of March 12th, Girl Scout Week. Mulford seconded the motion and it passed unanimously. Several West Fork Girl Scouts were present to thank the council.

- Wilson motioned to approve a resolution that approved and authorized a loan and disbursement agreement and provided for the issuance of \$1,200,000 General Obligation Water Improvement Bonds and providing for the levy of taxes to pay the same. Robbins seconded the motion, and roll call vote was as follows, Ayes: Hegarty, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 18-34.
- Mulford motioned to approve a resolution approving and adopting a Return to Work Policy for all City of Sheffield employees. Smit seconded the motion and roll call vote was as follows, Ayes: Hegarty, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 18-31.
- Mulford motioned to approve a resolution approving and adopting a Blood Born Pathogen Policy for all City of Sheffield employee. Robbins seconded the motion and roll call vote was as follows, Ayes: Hegarty, Wilson, Smit, Mulford, and Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 18-32.
- Robbins motioned to approve a resolution approving and adopting a Petty Cash Policy. Smit seconded the motion and roll call vote was as follows, Ayes: Hegarty, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 18-33.
- There was discussion regarding the fire department budget. Rural Fire District 2 reduced their funding of the fire department by \$11,000. After some discussion regarding the budgets, Smit recommended having a meeting with the Fire Chief to see what projects they are looking at, as well as current and future needs. Both the Fire Chief and the president of Rural Fire District 2 will be invited to the next council meeting.
- Mayor Sanders proposed that a team of a couple councilmen be formed (along with employees) to review the rate schedule and bring recommendations back to the council for review and approval. Wilson was very against this and both he and Hegarty felt that the entire group should work on this and review it. After some discussion, Mayor Sanders stated that it would be on the April agenda for the group to work on together.
- Mayor Sanders explained to the council how the current payroll and pay date works. Currently employees work through Thursday and are paid on Friday. This causes some issues if overtime is incurred on that Thursday. Mayor Sanders proposed ending the pay period on Thursday like normal but pay day would be the following Tuesday. After some discussion, it was decided that the library's opinion and other employee's opinions needed to be collected. Mulford motioned to table until April, Hegarty seconded the motion, and it passed unanimously.
- There was brief discussion about the chance to apply for the Iowa Opportunity Zone. Hegarty motioned to have the clerk apply if at all possible (deadline is March 19th). Robbins seconded the motion and it passed unanimously.
- The public works director's cellphone has quit working. He was receiving service from iWireless, but they are no longer serviced through Rockwell Cooperative, so it was recommended moving his phone to the US Cellular account. Mulford motioned to approve this move as well as look into switching to unlimited data (if \$15 or less more than currently paying), Wilson seconded the motion, and it passed unanimously.
- The public works director asked for the council to approve the purchase of 75 radio reads for the meters. After some discussion, Mulford motioned to approve the purchase, Smit seconded the motion, and it passed unanimously.

- There was discussion regarding the hiring of a manager and lifeguards for the swimming pool. After said discussion, it was determined that the manager did not have to be lifeguard certified. This might open the possibility of more applications. Hegarty then motioned to advertise in the Sheffield Press & Hampton Chronicle, on Facebook, and at the school. Applications due before the next meeting. Mulford seconded the motion and it passed unanimously.
- The current lease of the hayfield with Ben Rust has expired. Robbins motioned to advertise for a 2-year contract with an opt-out clause, and the stipulation that it must remain a hayfield. Also that we would advertise in the Sheffield Press, and sealed bids are due by 4:30PM on April 9th to be opened at the April 9th meeting. Smit seconded the motion and it passed unanimously.

Mayor/Council Comments – The mayor gave an update on several topics including the upcoming Hazard Mitigation Meeting on March 15th at 6:30PM at the City Hall and the economic development group. Chief Cain told the council that the transmission in the truck went bad and it is at a dealer getting fixed and that the repair is still under warranty. He also told the council that Deputy Kensett recently went to a training regarding field sobriety. Mayor Sanders told the council that he had met with attorney Johnathon Murphy that day and was somewhat impressed with him. He will be invited to attend the next meeting to answer questions by the council. The public works director explained that the contractors have removed and trimmed all the trees in town for the water main replacement project and will be back in the near future to remove stumps. Councilman Hegarty asked that there be more communication between the Mayor/City Hall throughout the month to keep them all informed of things going on. Mayor Sanders acknowledged the request and said that wouldn't be a problem.

Robbins motioned to adjourn the meeting, Wilson seconded the motion and it passed unanimously. Adjournment at 9:20PM.

Katy Flint, City Clerk

Scott Sanders, Mayor