

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday April 9th, 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.

Mayor Sanders informed the council that Johnathon Murphy was ill and unable to attend the meeting, so his recommendation was to remove New Business item #1 & #21 as well as removing approval of Sheffield Bucks as the city is not ready to move forward with this program. Wilson motioned to approve the agenda with the changes, Hegarty seconded the motion, and it passed unanimously.

Mayor Sanders announced that it was the time and place for the public comment time. Josh Baker was present requesting that the council consider allowing him to serve an internship with the Police Chief as part of his studies for his Bachelors in Criminal Justice. Sanders told him they would take it under consideration.

Hegarty made a motion to accept the minutes from the March regular session as well as the April 2nd special session. Smit seconded, motion carried unanimously.

Wilson requested that the city clerk breakdown each expense with dollar amount on the listing of the credit card purchases in the future. Wilson made a motion to approve the bill listing. Robbins seconded the motion and it carried unanimously.

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

Police Chief Cain gave the council an update on the happenings in the department during the past month. He stated that scams/fraud cases were at an all-time high. He also reported that the police truck should hopefully be fixed and back by the end of this week.

Public Works Director Nuehring gave an update on his department from the last month. He informed the council that the tree removal and trimming for the water main project was complete and the crews were hoping to get into town this week and start sawing some of the roads and hopefully start digging next week depending on weather. There will be two crews working: one will start at Borst and North 4th street while the other one starts at North 1st street and 255th.

Old Business:

- There was discussion regarding the changing of pay day. The pay period will remain the same, but instead of being paid on the Friday after the pay period ends, employees will be paid the following Tuesday. This is to alleviate time sensitive work and schedules, allowing a little more leeway for the clerk and mayor. Hegarty stated that he knows there is at least one employee that is against the change and so he won't support it. Mayor Sanders stated that this will not be an immediate change and will have a delayed start date, so employees can

plan accordingly. After more discussion, Smit made a motion to approve the change, Mulford seconded the motion and ayes were: Smit, Mulford, Wilson; Nays: Hegarty & Robbins. Motion passed.

- Sanders updated the council and stated that all city phones are now on the same plan with US Cellular. Chief Cain got the numbers to move all devices to an unlimited plan and it would be about the same amount, however, it would eliminate the hot spot for the police truck. Hegarty does not recommend using their phones for this purpose as a call would take precedence and probably not be able to use both at the same time. The city clerk informed the council that the users are currently using about 1.25GB per month of the 6GB the city is paying for. Cain reported that they haven't been using the hot spot in fear of overage charges. It was recommended that they use it a bit more and keep an eye on the data and revisit the topic next month.
- Fire Chief Fields & Mike Lauffer from Franklin Rural Fire District 2 were present to discuss the fire department's budget for FY19. They informed the council that the original agreement from 8-10 years ago was that they would provide \$11,000 each year for a truck payment and now that the truck is paid off, they reduced it to the \$9,000 for general funding. The council explained that they weren't aware of the original agreement and were just caught off guard. They also explained how they had budgeted for a capital reserve transfer out of that \$11,000. The department had budgeted \$10,000 for this fiscal year for a truck payment, however that hasn't happened. Lauffer also stated that they have a reserve for a payment when we have one. FRF will be invited to the budget workshop in the future to keep the lines of communication clear.
- The council then reviewed the fee schedule. Wilson asked about raising the storm sewer fee to allow for a reserve to be built to repair some of the storm sewers in town. There was discussion about which ones would need to be repaired and the council asked Nuehring to make an evaluation of the current storm sewers and determine which ones need to be repaired and get some cost estimates. Wilson then made a motion to leave all fees where they were. Hegarty seconded the motion and it passed unanimously.

New Business

- 2 bids were received for rental of the Hayfield. Cory Eberling bid \$100/acre. Jeremy Harms bid \$161.50/acre. Smit made a motion to approve a resolution accepting Harms' bid of \$161.50/acre. Mulford 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 18-35.
- Robbins motioned to approve the ABD License for Ridge Stone Golf Club. Smit seconded the motion and it passed unanimously.
- Mulford motioned to approve the ABD License for Dollar General, Robbins seconded the motion, and it passed unanimously.

- Hegarty motioned to have the city clerk continue the Farmers Market on Monday nights at Ricks Park, closing South 1st Street, from 5-6PM. Mulford seconded the motion and it passed unanimously.
- Hegarty motioned to approve the Water Main Project Pay Estimate #1. Smit seconded the motion and it passed unanimously.
- Wilson motioned to accept the resignation of Public Works Assistant, Jace Winfrey. Robbins seconded the motion and it passed unanimously. Winfrey will be done on April 11th.
- Hegarty motioned to approve a resolution adopting the Public Works Assistant Job Description. Robbins seconded the motion and roll call was as follows, Ayes: Hegarty, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 18-39
- The city clerk explained a grant opportunity she came upon through AARP. She also proposed some improvements to the campground as the basis for the grant. Mulford made a motion to approve the clerk moving forward with the process. Wilson seconded the motion and it passed unanimously.
- The city clerk presented a resolution and policy regarding reserve Fundbalance at the recommendation of the state. Wilson stated that he doesn't want to be locked into 25% at all times in case of emergencies. Smit likes the theory of the policy but agrees with Wilson. Smit recommended adding "reserves would not be used without the council view and approval prior to spending". The clerk will make the changes and bring the policy back to the May meeting.
- Wilson motioned to approve a resolution adopting a Utility Privacy Policy. Mulford 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 18-38.
- Mulford motioned to approve a resolution allowing the city clerk to destroy public records according to the state code. 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 18-37.
- Robbins motioned to advertise on Facebook, the city website, and Sheffield Press for a campground host for the 2018 summer. Mulford seconded the motion and it passed unanimously.
- The council reviewed the most recent list of water meters that are not reading correctly. Wilson stated that McCaslin needed a letter sent to tell him he needs to hook his meter back up. He also thought that the mayor, Nuehring, and the clerk should work through the rest of

the list to get them working. Sanders & Smit agree that if a name appears on the list back to back for several months, they need to be fixed. Hegarty stated that the clerk should determine the "repeat offenders" from the last 6 months and fix those. Hegarty also stated that it was something that could wait until Nuehring had a new assistant hired and trained. Hegarty then made a motion to table the topic until the June council meeting. Smit seconded the motion, Ayes: Hegarty, Smit, Mulford, Nays: Wilson, Robbins. The motion passed.

- Wilson made a motion to have the city clerk work with Denny Swieter to set a day for a Spring Clean-Up/Appliance pick up day. Robbins seconded the motion and it passed unanimously.
- County Supervisor Eberling was present to update the council on the Olive Ave bridge. The Supervisors had a study done that said the decking is too badly deteriorated to be repaired. The bridge will soon have a 34 ton limit. The life expectancy of the bridge is 3-5 years. Their recommendation is to have the city request applying for federal funding, however that can take 4-5 years to get into the program, 1 year to design and bid the project. Robbins asked about the possibility of using 2 box culverts instead of a bridge. Eberling will touch base with the County Engineer. Eberling will also push to have support from the county, however if backfill taxes goes away, the county will be taking a huge hit. Eberling will report back to the clerk about the possibility of box culverts. The clerk and mayor will work with county engineer to move forward.
- Robbins motioned to approve the replacement of the culvert on 255th near the railroad tracks. Mulford seconded the motion and it passed unanimously.
- Hegarty motioned to approve the purchase of a portable generator, Wilson seconded the motion, and it passed unanimously.
- Only 4 applications for lifeguards and 1 for a manager were received thus far. Hegarty made a motion to advertise for another month on Facebook, the website, and at the high school. Smit seconded the motion and it passed unanimously.

Mayor/Council Comments – The Mayor will speak with Johnathon Murphy about attending the May meeting to discuss the city attorney position. Robbins asked if the council would consider giving Chris Janssen an extension on the new shelter house project if it continues to rain and snow. Wilson recommended Janssen coming to the council with that request if it is needed.

Wilson motioned to adjourn the meeting, Mulford seconded the motion and it passed unanimously. Adjournment at 9:08PM.

Katy Flint, City Clerk

Scott Sanders, Mayor