

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday May 13<sup>th</sup>, 2019. Council Members in attendance were Jill Peterson, Nick Wilson, Dave Smit, Brad Mulford, and James Robbins. Also, in attendance was Pat Nuehring, Public Works Director; Brad Gardner, Police Chief; and Cody Brunstein, Police Officer.

Mayor Sanders led the Pledge of Allegiance.

Wilson made a motion to approve the agenda as posted. 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.

Smit motioned to approve the minutes from the regular April session, Mulford seconded the motion and it passed unanimously.

Wilson motioned to approve the bills as presented, Peterson seconded and the motion passed unanimously.

Smit motioned to approve the finance report as presented, Robbins seconded and the motion passed unanimously.

Mayor Sanders then opened the Public Hearing pertaining to the 2019 Budget Amendment 3 at 7:06PM. No comment was made, so Mayor Sanders closed the public hearing at 7:07PM.

Police Chief Gardner gave an update to the council on the calls the department handled during the month of April.

Public Works Director Nuehring gave an update to the council. In April they ran a new waterline to the old Tull's building, they have been working on Orange Ave with the hopes of opening it later this week, they have worked at the cemetery and it should be good to go for the season, they will be opening Galvin's Park later this week, and they have replaced several storm sewers in town that were damaged when jetting them this spring.

City Clerk Flint reported that for the most part, it's been month to month work as normal. She has been working with Ashley Francis, swimming pool manager, to get everything prepared for this season. She and Nuehring also presented the council with a quote from Bob Becker to clean and seal the star at the Veteran's Memorial in City Park. After some discussion, Nuehring is going to power wash it this week and N. Wilson Construction will be sealing it.

Mayor Sanders gave a brief update to the council about the progress of 112 Gilman. Bergo Environmental has been in the building several times and is working on the report. Once we have that, it will be forwarded on to the council to move forward.

### **New Business**

- Holly Coffee, chairman of the Amenities Economic Development committee, was present to update the council on ideas for improving city park. The group is working on many ideas. After discussion, Peterson made a motion to give the "ok" for the committee to move forward with gazebo repairs, installing grills at the shelter houses, update landscaping around the Veterans Memorial, and paint the shelter house. Mulford seconded the motion and it passed unanimously.
- Jim Blood was not present, but the city clerk did inform the council that he would like permission (for a landowners) to install a tile under a portion of the walking trail for the purpose of field drainage. Mulford motioned to approve the project with the condition that Blood returns the path to the same, if not better condition. Robbins seconded the motion and it passed unanimously.
- Robbins motioned to appoint Kathy Miller to the library board effective July 1, 2019. Peterson seconded the motion and it passed unanimously.
- Two sealed bids were received and opened for the installation of playground equipment. After reviewing the bids, Wilson made a motion to approve a resolution awarding the bid contract to Eagle Construction/Wayne Pralle. Mulford seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-54.

- Smit motioned to approve a resolution relating to the annual raise for the Public Works Assistant. Wilson seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-50.
- Doug Dohlman was present to discuss a complaint regarding the noise coming from the lagoon. He said you can hear it outside at his home and if the wind is out of the right direction, even in the home. Nuehring explained that the covers that were on them fans were rotten and needed to be replaced a couple months ago. The original company was out of business, so they attempted to create sheds over the fans that still allow air to the fans so they don't burn up. They didn't anticipate the noise being as bad as it has been. They have been trying an endless number of things to reduce the sound. He does have two quotes that range from \$7000 to \$12000 for each fan (there are three of them). Randy Coffee, present at the meeting, recommended maybe a grain fan suppression kit. He will work with Nuehring to look at options.
- Robbins motioned to approve a resolution hiring additional lifeguards. Mulford seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-49.
- Smit motioned to approve the MetLife Renewal for Vision & Life Insurance for employees. Peterson seconded the motion and it passed unanimously.
- Robins made a motion approving resolution pertaining to the FY2019 Budget Amendment 3. Smit seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-51.
- Wilson motioned to approve a resolution setting the date for public hearing on proposal to enter into a General Obligation Police Vehicle Acquisition Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$35,000. Mulford seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-56.
- Wilson motioned to approve a resolution destroying of public records. Smit seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-53.
- Discussion then occurred regarding LOST allocation. The city clerk informed the council that currently 60% was being dedicated to streets, 20% to water, and 20% to sewer. Due to general fund shortages along with water and sewer being self-sustainable, it was her recommendation to reallocate. There was brief discussion regarding the possibilities of the splits. It was noted that a plan to repair streets and make repairs was needed. Peterson then motioned to move forward with allocating 60% to streets and 40% to general fund for any lawful purpose. Smit seconded and it passed unanimously. The city clerk will work with the city attorney to get the appropriate verbiage for approval. This will be put on the ballot for a public vote in November.
- There was extensive discussion about daycare season passes for the pool. Smit then made a motion that In-Home Daycare Passes will be the cost of a family pass plus \$10 per daycare child and daycare passes at \$150. Robbins seconded the motion and it passed unanimously.
- There was discussion regarding changes to the employee handbook. Robbins motioned to approve the resolution adopting the changes to the employee handbook. Mulford seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-55.
- Mulford motioned to approve a resolution approving a campground reservation policy. Robbins seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 19-52.
- Smit motioned to approve the proposed Building Permit Ordinance Changes. Peterson seconded the motion and it passed unanimously. The city clerk will have official proceedings at the next meeting.
- Discussion occurred regarding city hall hours and a plan when the clerk is absent. Currently, the assistant city clerk has limited availability due to other responsibilities. The council wants City Hall open as much as possible, so it was recommended to advertise for a new assistant city clerk, but keep the current on one the payroll as additional backup. Robbins motioned to advertise on Facebook and in the Sheffield Press for an assistant city clerk. Mulford seconded the motion and it passed unanimously.

Mayor/Council Comments – None

Smit motioned to adjourn the meeting. Mulford seconded the motion and it passed unanimously. Adjournment at 8:50PM

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Katy Flint, City Clerk

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Scott Sanders, Mayor