

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor, Nick Wilson, at 7:05PM on Monday August 14th, 2017. Council Members in attendance were Jim Hegarty, JC McCaslin, Mike McKee, Brad Mulford, and James Robbins. 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.

Deputy Kensett requested that the resolution for his anniversary pay raise be moved to the first item of new business so he could return to duty. McCaslin motioned to approve the agenda with the change, Hegarty seconded the motion, and it passed unanimously.

Mayor Wilson announced that it was the time and place for the public forum. Sheri Bogue was present and inquired about the policy regarding insurance and dunk tank during People in the Park. Robbins reported that there will be waivers present that each person will sign. No other discussion occurred regarding this topic.

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

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

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

In Old Business:

- There was very brief discussion regarding fireworks. Hegarty made a motion to table further discussion until the newest state laws could be researched. Robbins seconded the motion and it passed unanimously.
- Discussion occurred regarding the parking of campers, trailers, etc in the city right-of-way. McKee said the idea is to stop people from parking in the right-of-way for long periods of time. McCaslin felt the purpose was to stop people from parking and blocked traffic and view of traffic. There was discussion regarding the state code of no parking within 10 feet of an intersection, driveway, or ally. The proposed ordinance would stop the parking of trailers, ATV's, snowmobiles, jet ski, boat, camper, wagon, or other non-motorized piece of equipment within 60 feet of center of road (which is about 25 ft from intersections). Mulford motioned to move forward with the proposed ordinance 69.15 for intersections while using the state code for driveways and alleys. McKee seconded the motion and it passed unanimously.

In New Business:

- Hegarty motioned to approve the resolution relating to the wages for City of Sheffield Police Deputy, Colten Kensett. McCaslin seconded and roll call was as follows, Ayes: Hegarty, McCaslin, McKee, Mulford, Robbins. Mayor Wilson declared the resolution approved, adopted, and numbered 18-4.
- A letter was presented from Brad Reason requesting an extension on his delinquent water bill until September 6th at which time he will pay the account in full. Mulford motioned to approve the extension with the stipulation that if it is not paid in full by September 7th at 8AM, his water service is to be immediately disconnected. McCaslin seconded the motion and it passed unanimously.
- Robbins motioned to approve the ABD License for Casey's General Store, Hegarty seconded, and it passed unanimously.
- Mulford motioned to approve the ABD License for West Fork Wharf, Robbins seconded the motion and it passed unanimously.
- Hegarty motioned to approve Brenda VanHorn to the library board filling a 1-year rural term. Mulford seconded the motion and it approved unanimously.

- Robbins motioned to approve Shenna English to a 2-year city-female term on the library board. McKee seconded the motion and it approved unanimously.
- Chase from WHKS was present to update the council on the Water Main Replacement Project.
- Mulford made a motion to approve Resolution 18-5 “provide notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the 2017 Water Improvements Project, and the taking of bids therefor”. Hegarty seconded the motion and roll call was as follows, Ayes: Hegarty, McCaslin, McKee, Mulford, Robbins. Mayor Wilson declared the resolution approved, adopted, and numbered.
- The City Clerk explained that the \$4500 grant from Franklin County Community Foundation needed to be spent, given back, or ask for an extension by the end of October. It was budgeted to complete the playground replacement this fiscal year. McKee volunteered to work with the clerk to select some options for the equipment. They will present it at the next meeting.
- John & Crystal McNealy of 102 Crescent Drive had asked the city if there was anything they could do about the drainage of water in the ditch that runs along the south side of their property. Pat said he had dug it out about seven years ago for the same reason. McKee made a motion to have Pat look at the situation and handle it however he felt best without spending any money. Mulford seconded the motion and it passed unanimously.
- The City Clerk informed the council that the Police Department computer had gotten a virus and the files were all corrupted. The Computer Guy had been able to recover 95% of the files, but also made a recommendation for Anti-Virus and a Back-Up program for all computers. The council members had a few questions about the programs. The City Clerk will get gather that information for the next meeting. McKee made a motion to table until the September meeting. Hegarty seconded the motion and it was approved unanimously.
- The City Clerk asked the council for permission to use overtime hours in lieu of vacation hours when it occurs as she can't leave early like the other departments. This only occurs when she already has vacation hours scheduled during the pay period and when it is several hours of overtime. This would keep the city from paying overtime therefore being on or below budget on wages. Hegarty motioned to approve the request, Mulford seconded the motion and it passed unanimously.
- The City Clerk explained to the council that when she contacted Simmering-Cory and Iowa Codification to recodify the new ordinances, she was informed that it had been since 2005 since the city code was updated with the state codes. She presented proposals from Iowa Codification and NIACOG. McCaslin made a motion to approve the full codification with Iowa Codification. McKee seconded the motion and it passed unanimously.
- The Employee Cellphone policy in the handbook was reviewed. Hegarty thinks the policy is outdated and needs updated along with adding a use policy. McKee would like to see a policy regarding case and screen protector added as well. Hegarty will get samples to the city clerk before the next meeting. Mulford motioned to table until the September meeting. Hegarty seconded and it passed unanimously.
- Public Works Director Nuehring said he would like to start looking at plow trucks and the city clerk explained the process of public hearing, etc. Hegarty motioned to approve starting the process with a max loan amount of \$40,000. Mulford seconded the motion and it approved unanimously.
- Nuehring brought street repair and patches to the council's attention. The City Clerk informed the council that at this point, they have about \$20,000 to spend on repairs until the bridge project is complete and paid for. The resurfacing of McKinley and a patch on 255th street are seen as the priorities. Nuehring will get quotes from Heartland Asphalt. The Clerk will check with the County Engineer for a final cost of the bridge replacement project. Robbins will talk to the contractor patching out at Sukup's. McKee motioned to table any decisions until the next meeting. Mulford seconded and it passed unanimously.

- Nuehring requested to purchase a trash pump at a max price of \$4400, which was budgeted. Hegarty approved the request, Mulford seconded the motion, and it passed unanimously.

Mayor/Council Comments – Nuehring informed the council that he had ordered a new pump motor for the lagoon at a cost of \$2700. Robbins asked Chief Cain where he was in the process of replacing the broken body camera. The City Clerk informed the council that Deb's Wild Horse Saloon has started serving lunches using a drive-through window in the alley between their business and the Bottom Lock Bar. A resident has expressed concern about traffic safety.

McCaslin motioned to adjourn the meeting, Robbins seconded the motion and it passed unanimously. Adjournment at 8:40PM.

Katy Flint, City Clerk

Nick Wilson, Mayor