

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday August 12th, 2019. Council Members in attendance were Jill Peterson, Nick Wilson, Dave Smit, Brad Mulford, and James Robbins (joined at 7:05). 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 after removing item #1 of new business. Mulford seconded the motion and it passed unanimously.

Mayor Sanders announced that it was the time and place for the public comment time. Larry Olk approached the council regarding making exceptions on water bills when extreme situations arise like watering sod. He also complimented Public Works Assistant, Brandon Emhoff, on the job he did driving plow this past winter. He stated that Brickyard Road and the area had never been better. County Supervisor, Cory Eberling, was present to address the council regarding concerns of semi-trucks driving over the bridge at Galvin's Park regardless of the embargo. He proposed two options: law enforcement of the embargo or reducing the weight limit even more to not allow any semis on it at all.

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

Robbins motioned to approve the bills as presented, Mulford seconded and the motion passed unanimously.

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

Mayor Sanders then opened the Public Hearing pertaining to City Code 165.16 "Excluded from Permit Requirements" at 7:25PM. There was no public comment, so Mayor Sanders closed the hearing at 7:28PM.

Mayor Sanders then opened the Public Hearing pertaining to City Code 92.05.4 "Fees". There was no public comment so Mayor Sanders closed the public hearing at 7:30PM.

Police Chief Gardner gave an update to the council on the calls the department handled during the month of July. Officer Brunstein takes his physical for the Iowa Law Enforcement Academy on August 15th and then heads to the academy on August 26th. While Brunstein is away at academy, Gardner will be working Wednesday through Saturday. The new Dodge Charger should be ready to go at the end of this week or early next week.

Public Works Director Nuehring gave an update on public works departments. The last piece of the water main replacement project has started and if the weather holds, they should be done within a week and a half. There was a brief discussion about keeping the pool open until People in the Park on September 7th.

The City Clerk gave an update about happenings in City Hall. She attended clerk school last month and within the next 6 months will be both a certified city clerk and a certified municipal finance officer. She also reported that the new Assistant City Clerk, Barb Havill, has done a great job.

Mayor Sanders gave an update on the economic development projects going on specifically focusing on housing.

New Business

- Hailey McCoy-Munger, WFHS Junior Class President, was present to propose a fun run around town in October as a fundraiser for their class. After some discussion and a new route from Councilman Robbins, Wilson made a motion to approve the race and street closures. Robbins seconded the motion and it passed unanimously.
- Robbins motioned to approve the ABD License for Casey's General Store. Smit seconded the motion and it passed unanimously.
- Smit motioned to approve the ABD License for Ridge Stone Golf Club, Mulford seconded, and it passed unanimously.

- Wilson made a motion to approve the ABD License for the Whimsical Wine Trailer. Mulford seconded the motion and it passed unanimously. The city clerk then noted that she was waiting on some documents required by the state before she would approve the license in the system.
- Wilson motioned to approve the closures of South 5th, South 6th, and Sherman streets around City Park for People in the Park on September 7th. Mulford seconded the motion and it passed unanimously.
- Bob Long, president of the library board, was present to present a proposal to the council regarding the funding of health benefits for the library director. The library had an excess of \$9000 last fiscal year that the council had agreed would be used for capital improvements. \$2000 of that is earmarked for grants. The board was asking that the council grant permission to use the remaining \$7000 for her benefits as well as an additional increase to the library budget of \$3000. Councilman Wilson proposed the idea of the \$7000 and 7 months of benefits as a compromise. This proposal wouldn't taken any money out of the city cash reserve. Councilman Peterson recognized the pluses of having benefits and recommends waiting until the new fiscal year when the benefits can be covered by property tax levy. She encourages that the rollover continued to be dedicated for capital improvements. After further discussion, Wilson made a motion to increase the library budget by \$7000. Robbins seconded the motion and it passed unanimously.
- An issue of feral and stray cats on North 2nd Street has been brought before the council. The ordinance states that the city will trap and return the cat to the owner if known. Chief Gardner reached out the Animal Rescue League and ASPCA regarding the situation. Wilson stated that the problem has not been stopped in several years and we need to move forward. After further discussion, Robbins motioned to move forward with contacting an agency to assist in the matter. Peterson seconded the motion and it passed unanimously.
- Public Works Director Nuehring brought up the topic of road patches and road repairs. After discussions, Nuehring was directed to determine a needs list of the streets in town and get quotes for repair and bring to the next council meeting.
- Robbins made a motion to purchase 42 Radio Reads and 8 Water Meters. Mulford seconded the motion and it was approved unanimously!
- Peterson motioned to approve the following language to be placed on the election ballot:

CITY OF SHEFFIELD PUBLIC MEASURE

SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?

YES []

NO []

Summary: To authorize a change in the use of the one percent (1%) local sales and service tax in the City of Sheffield effective on March 1, 2020.

The use of the one percent (1%) local sales and services tax shall be changed in the City of Sheffield:

PROPOSED USES OF THE TAX:

If the change is approved, revenues from the sales and services tax shall be allocated as follows:

- Sixty percent (60%) of revenue will be reallocated directly for the maintenance, repair, and construction of city streets.
- Forty percent (40%) of such revenues to be reallocated to the general fund to be used for any lawful purposes of the City.

The specific purposes for which the revenues shall be expended are:

- For the public safety, maintenance, repair and construction of any public property and infrastructure, community planning services, public library uses, and administrative functions. All expenditures will be subject to regular audit, public comment, and review as provided by and consistent with the Code of Ordinances of the City of Sheffield and Iowa law.

CURRENT USES OF THE TAX:

Revenues from the sales and services tax are currently allocated as follows:

- Sixty percent (60%) allocated to city streets.
- Twenty percent (20%) allocated to the city water system.
- Twenty percent (20%) allocated to the city sewage system.

The specific purposes for which the revenues are currently expended are: For the maintenance, repair and construction of city streets, public water system and public

Smit seconded the motion and it passed unanimously.

- Mayor Sanders shared with the council that the current city attorney is moving to North Carolina at the end of the month, so we will need to advertise and send out RFP's for a new one. After brief discussion, Wilson motioned to

send RFP's to any attorney within Franklin County as well as Eric Simonson in Belmond. Peterson seconded the motion and it passed unanimously.

- There was discussion regarding selling the Police Department Gator. There are a couple different agencies interested in purchasing it. Wilson then motioned to approve the advertisement of selling the equipment on Facebook & in the Sheffield Press for 2 Weeks and accepting sealed bids with the stipulation that the Council can reject any bid at their discretion. Peterson seconded the motion and it passed unanimously.
- There was brief discussion about the selling of the Police Department Crown Victoria. Smit motioned to approve advertising (Facebook & Sheffield Press for 2 weeks) for sealed bids with a \$1000 minimum. Mulford seconded the motion and it passed unanimously.
- After brief discussions regarding the Reimbursement Agreement as it pertains to the Iowa Law Enforcement Academy, Robbins motioned to approve the agreement. Mulford seconded the motion and it passed unanimously.
- The current cleaning person is on a one-year contract. The city clerk is requesting for another year or two to help alleviate work. Smit recommended advertise the contract as a one-year contract with an automatic renewal at the council's discretion. Smit motioned to advertise for such on Facebook and on the webpage. Peterson seconded and the motion carried with Wilson voting nay.
- There was discussion regarding the placement of two SafeT Homes at Glavin's Park with the help from Franklin County Tourism. There is a pending funding of \$3000 to put towards one. At this point, there needs to be communication with Sukups and GoServe Global as well as getting bids for concrete and electrical. Wilson recommended bringing that info back to the September council meeting for a decision to be made.
- Smit motioned to approve the first reading of proposed ordinance #92.04.04 "Fees". Robbins seconded and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins.
- Robbins motioned to waive the second reading of Ordinance #92.04.04 "Fees" and approve the ordinance. Smit seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins.
- Smit motioned to waive the third reading of Ordinance #92.04.4 "Fees" and approve the ordinance. Peterson seconded and roll call was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins.
- Wilson motioned to approve the first reading of proposed Ordinance #165.16.A "Exclusion from Permit Requirements". Smit seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins.
- Mulford motioned to wave the second reading and approve proposed Ordinance #165.16.A "Exclusion from Permit Requirements". Robbins seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins.
- Robbins motioned to waive the third reading and approve proposed Ordinance #165.16.A "Exclusion from Permit Requirements". Peterson seconded the motion and roll call vote was as follows, Ayes: Peterson, Wilson, Smit, Mulford, Robbins.
- Robbins motioned to approve a resolution transferring funds from Parks Improvement to General Fund to cover the cost of new playground equipment from last fiscal year. 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 20-7.

Mayor/Council Comments – None

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