

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor, Nick Wilson, at 7:00PM on Monday September 11th 2017. Council Members in attendance were Jim Hegarty, JC McCaslin, Mike McKee. James Robbins joined the meeting at 7:07PM. Absent was Brad Mulford. Also in attendance were Pat Nuehring, Public Works Director and Colten Kensett, Police Deputy.

Mayor Wilson led the Pledge of Allegiance.

Hegarty motioned to approve the agenda with the change, McCaslin seconded the motion, and it passed unanimously.

Mayor Wilson 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 August regular and special sessions. McCaslin seconded, motion carried unanimously.

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

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

In Old Business:

- There was discussion regarding the fireworks ordinance. Chief Cain was supposed to bring the current state code to the meeting, however he was absent from the meeting and did not provide the information prior. McKee expressed that the council should just move forward with their ordinance. He recommended having one set day and time that people can shoot off fireworks during if they've obtained a permit from city hall. McCaslin expressed that he would like firework permits to only be issued to groups and organizations. McKee made a motion to move forward with having the ordinance amended to be permit for only 4th of July and New Years Eve from 6-10PM with a fine of \$200. Hegarty seconded the motion and it passed unanimously.

In New Business:

- The West Fork School District had completed a building permit and were requesting to construct a build storage building for football equipment on the city's property at the football field. There was frustration expressed because construction of the building had begun prior to council approval. They were also concerned because the building permit itself was not completed or signed by the superintendent or anyone on the school board. McKee motioned to approve the building permit, but to have also have a conversation with the school district about the proper procedures for building in the city limits. Robins seconded the motion and vote was as follows, Ayes: McCaslin, McKee, Robbins; Nays: Hegarty.
- There was a list of sidewalks that are in need of repair or replacement that Chief Cain made. This was brought to the council because Bonnie Theis, owner of 213 S 3rd Street had been issued a notice to repair/replace the sidewalk at that address. She was present and expressed that her renter removed the sidewalk and put gravel in it's place to avoid someone getting hurt. She feels that the city needs to enforce the code fairly across the board or not at all. Mayor Wilson explained that a letter was sent to her because it was brought to the city's attention. McKee motioned to send letters for sidewalk repairs/replacement to all residents on the list provided by the Chief. McCaslin seconded the motion and it passed unanimously.
- Doug Foreshoe was present to present plans and preliminary cost estimates for a new fire station. The cost estimate was for \$777,000, but the Mayor had some concerns because there was no cost associated relating to utilities/infrastructure or purchasing the land for the station to sit on. After some discussion, McCaslin motioned to place a bond issue in the amount of \$850,000 on the election ballot in November. McKee seconded the motion and it passed unanimously. The city clerk will talk to the city attorney regarding verbiage.
- The city clerk informed the council that October is the time to renew the main street flag sponsorship. December is the time to renew the website advertising program. She requested to send one letter with both programs included in it. Hegarty approved the request, Robbins seconded the motion and it passed unanimously.

- Hegarty presented a resolution setting the date for a public hearing on proposal to enter into a General Obligation Vehicle Acquisition Loan Agreement and to borrow the money thereunder in a principal amount not to exceed \$45,000. McCaslin seconded the motion and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-9.
- McCaslin presented a resolution to fix a date for a public hearing on a proposal to enter into a General Obligation Water Improvement Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$1,000,000.00. Hegarty seconded the motion and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-11.
- Hegarty motioned to open the Public Hearing on plans, specifications, form of contract, and estimate of cost for the 2017 Water Improvements Project, Robbins seconded, and it passed unanimously at 7:46PM. There was no public comment. McKee motioned to close the public hearing, Hegarty seconded the motion, and it passed unanimously at 7:47PM.
- McKee presented a resolution approving and confirmation plans, specifications, form of contract, and estimate of cost for the 2017 Water Improvements Project. Hegarty seconded the motion and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-10.
- Kevin Graves from WHKS was present to present the bids that were opened at the bid letting on Thursday, September 7th at 3PM for the water main replacement project. They had analyzed the bids and were making the recommendation for the council to accept the low bid from Wunsch Construction from Greene, IA. There was discussion about accepting the base plus one or two alternations, but it would push the city right at the top of their max budget. If we accept only the base bid, then we will need to ask for approval from CDBG as that was written for all alternates as well. Kevin stated that preliminary discussions with them show approval of this plan.
- McKee presented a resolution awarding contract to Wunsch Construction for the 2017 Water Improvements Project and motioned to approve it. Hegarty seconded the motion and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-12.
- Hegarty presented a couple alternative options for anti-virus and cloud back-up programs for the City Hall computers. After some discussion, McCaslin made a motion to move forward with ESET for antivirus and Crashplan for back-up as long as the Computer Guy will help support it, if not, to go forward with his recommendations. McKee seconded the motion and it passed unanimously.
- McKee presented 3 options for new playground equipment for City Park. The old wooden structure will be removed and these new pieces put into place. Sheri Bogue from the Sheffield Betterment Foundation was present and said that the Betterment wanted to help financially with this project on costs not covered by the grant and perhaps even purchase an additional piece of equipment. McCaslin made a motion to purchase option 3 which is a Ten Spin & Rally Round jungle gym. Hegarty seconded the motion and it passed unanimously.
- Hegarty presented a Cell Phone/Hand Held Device Use Policy along with a Mobile Device Policy to replace the existing policy. McCaslin motioned to approve the resolution adopting said policies, Hegarty seconded the motion, and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-8.
- Two proposals were presented to the council for new copy machines. There is one year left in the current lease. After very brief discussion, McCaslin made a motion to do nothing at this point, McKee seconded the motion and it passed unanimously.

- Pat presented 2 different quotes from Heartland Asphalt to repair McKinley street. Between the tight street budget (due to the C13 bridge project) and the upcoming water main replacement project, Nuehring recommended waiting until spring when the road crews are here and the project may be more affordable. The council agreed.
- Robbins motioned to approve the FY2017 Urban Renewal Report. Hegarty seconded the motion and it passed unanimously.
- Robbins motioned to approve a resolution approving the FY2017 Street Finance Report. Hegarty seconded the motion and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-6.
- Discussion regarding Ordinance 2018A “Amending the Code of Ordinances of the City of Sheffield, Iowa, by Amending and Adding Provisions Pertaining to Parking Violations” occurred in which Section 70.03 was modified and Section 69.15 was added. It was decided to remove the final sentence of section 69.15 so the code must be enforced as written unless appeal is made to the council. Mayor Wilson read the ordinance and McKee motioned to accept the first reading, Hegarty seconded, and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Hegarty motioned to waive the second and third readings, Robbins seconded, and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Hegarty made a motion to approve Ordinance No. 2018A, McCaslin seconded and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. The Ordinance will be published in the Sheffield Press.
- Hunting permits were presented. Chief Cain had looked them over previously and had no issues. McKee motioned to approve the permits, Robbins seconded the motion and it passed unanimously.
- McKee made a motion to approve a resolution for an anniversary raise for the city clerk. Hegarty seconded the motion and roll call vote was as follows, Ayes: Hegarty, McCaslin, McKee, Robbins; Absent: Mulford. Mayor Wilson declared the resolution approved, adopted, and numbered 18-7.

Mayor/Council Comments – McKee asked Deputy Kensett for the report from his meetings with Chief Cain. Kensett presented a paper in which it explained what has occurred. McKee asked if they had a face to face meeting, which Kensett reported they had not. McKee said he wanted a report with the details of goals and plans for the next meeting. The council asked Kensett what the status of the body camera was and he was unsure, Chief Cain is supposed to be getting quotes. Mayor Wilson directed the clerk to put it on the agenda for October. McCaslin asked Nuehring if he could grade the gravel roads, which Nuehring said it was too dry and it needed to rain to make any difference and not break equipment. The clerk asked for permission to speak the NIACOG clerks meeting regarding social media and the city. No one had a problem with it.

McKee motioned to adjourn the meeting, Hegarty seconded the motion and it passed unanimously. Adjournment at 9:10PM.

Katy Flint, City Clerk

Nick Wilson, Mayor