

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:01PM on Monday September 9th, 2019. Council Members in attendance were Nick Wilson, Dave Smit, Brad Mulford, and James Robbins. Absent was Jill Peterson. Also, in attendance was Pat Nuehring, Public Works Director and Brad Gardner, Police Chief.

Mayor Sanders led the Pledge of Allegiance.

Smit made a motion to approve the agenda as posted. Mulford 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 and special August sessions, Mulford seconded the motion and it passed unanimously.

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

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

Police Chief Gardner gave an update to the council on the calls the department handled during the month of August. There is another cat problem on North 3rd Street. Several options were discussed. The mayor and council agreed that a notice to abate needs to be served to the homeowner and then options would continue to be discussed. He also gave an update on the new police car. A new controller is needed, costing about \$400.00.

Public Works Director Nuehring gave an update on public works departments. The sewer dump station at Galvin's Park Campground is taking on ground water. To remove it and have it replaced would cost about \$4000.00. Nuehring recommended having a dump station in town to tie into city sewer as a cheaper option. Concerns about it not being on site were voiced. Discussions will continue to happen in regards to this. The big pool will be painted in 2-3 weeks. Tiedt Nursey will be doing some hydroseeding as a part of the campground improvement project this week.

The City Clerk gave an update about happenings in City Hall. She has completed the Street Finance Report, Urban Renewal Report, and Debt Reports. In the coming weeks, she will be working on the Annual Finance Report. She provided a copy of the debt report for informational purposes to the council. She shared concerns from residents about the mowing and maintenance at the park. Mayor Sanders will talk to the contractor.

Mayor Sanders commended the Sheffield Community Club on a job well done organizing and putting on People in the Park. There was also brief discussions about police overtime and it will be on next months agenda to discuss salary options again.

Mayor Sanders then opened the Public Hearing pertaining to the FY20 Budget Amendment #1 at 7:40PM. After brief discussion by the council, Mayor Sanders closed the public hearing at 7:45PM.

New Business

- Chase Holien from WHKS presented a pay application for the water main replacement project. Robbins motioned to approve the pay estimate, Mulford seconded it and it was passed unanimously.
- Holien then presented a PASER program in which the roads of the city would be evaluated and recommendations for repair and maintenance would be made along with providing budget numbers, and more. The city clerk and public works director were recommending this program to help the budgeting program along with a fair way of determining which streets needed to be repaired first. Smit stated that the city needed to be more aggressive in repairs for this to be effective. Robbins & Wilson recommended that we include it in next year's budget plan. Sanders recommended that this topic was tabled until next budget season.
- Robbins motioned to authorize the painting of lines on main street in the amount of \$700 next spring. Wilson seconded the motion and it was approved unanimously.
- 2 bids were received for the cleaning of city hall. Smit made a motion to accept the bid from Jamie Robbins in the amount of \$20 per hour and approve the resolution entering into a contract with her. Mulford seconded the bid

and roll call was as follows, Ayes: Wilson, Smit, Mulford. Abstain: Robbins due to conflict of interest. Mayor Sanders declared the resolution approved, adopted, and numbered 20-9.

- 1 bid was received in the sale of the 2000 Ford Crown Victoria. Robbins made a motion to accept the bid of \$1100 from Randy Huling. Mulford seconded the motion and it was approved unanimously.
- 2 quotes for two different types of tires for the police truck were presented to the council. After brief discussion, Mulford made a motion to purchase 4 Yokohama Geolander tires from Jon's Auto in the amount of \$635.96, Wilson seconded the motion and it was approved unanimously.
- There was discussion regarding the FCDA grant for \$3000 towards placing a SafeT Home at Galvin's Park for rentals. Croell Concrete is donating the concrete for the base. Holly & Randy Coffee are willing to donate whatever the cost of the electrical and the pouring of the concrete is. They would like to use local contractors, but get a few more bids. Mulford then motioned to accept the grant with the stipulation that the city's cost would not exceed \$1000.00. Smit seconded the motion and it was approved unanimously.
- Discussion occurred regarding the city attorney vacancy. RFP's were sent out to attorneys in Franklin County along with one in Belmond. No responses were received. Wilson volunteered to contact a few attorneys prior to the next meeting.
- Hunting permits were presented to the council. The chief has looked over them all and doesn't see any problems. Smit motioned to approve the ones presented, Robbins seconded the motion and it was approved unanimously.
- Proposed rules for the cemetery regarding placement of flowers, removal, etc were discussed. They will be brought back to the next meeting as a resolution for policy. In addition, a sign will be drafted to place at the cemetery.
- The city clerk presented a utility account in the name of Cassidy Hanig-Boland. She has left her rental and after her deposit was applied, she still owes the city \$110.41. After brief discussion, Wilson motioned to write off the account, however she must pay the balance in the event that she should ever want to set up water and sewer service with the city again. Robbins seconded the motion. Wilson, Smit, & Robbins voted aye, Mulford abstained due to conflict of interest.
- Smit motioned to approve the FY19 Street Finance Report. Mulford seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford, Robbins; Absent: Peterson. Mayor Sanders declared the resolution approved, adopted, and numbered 20-10.
- Smit motioned to approve the FY20 Budget Amendment #1. Robbins seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford, Robbins; Absent: Peterson. Mayor Sanders declared the resolution approved, adopted, and numbered 20-11.
- Robbins motioned to approve the FY2019 Urban Renewal Report. Smit seconded the motion and it was approved unanimously.
- Smit motioned to approve a resolution pertaining to a raise for the City Clerk. Mulford seconded the motion and roll call vote was as follows, Ayes: Wilson, Smit, Mulford, Robbins; Absent: Peterson. Mayor Sanders declared the resolution approved, adopted, and numbered 20-8.

Council Comments – None

Smit motioned to adjourn the meeting. Mulford seconded the motion and it passed unanimously. Adjournment at 8:35PM

Katy Flint, City Clerk

Scott Sanders, Mayor