

# PUBLIC NOTICE

## Sheffield 6.14.21 Min & Claims

### COUNCIL PROCEEDINGS REGULAR SESSION MINUTES-UNAPPROVED MONDAY, JUNE 14TH; 7:00PM

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday, June 14th, 2021. Council Members in attendance were Jill Peterson, Nick Wilson, Dave Smit and Brad Mulford; James Robbins was absent. Also, in attendance was Pat Nuehring, Public Works Director and Police Chief, Brad Gardner.

Mayor Sanders led the Pledge of Allegiance.  
Wilson made a motion to approve the agenda and Mulford seconded the motion and it passed unanimously.

Mayor Sanders announced that it was the time and place for the public comment. The council heard from a concerned resident in regards to the West Fork Sports Complex sign pointing down the wrong street and also a tree that cannot be seen around at an intersection. They also stated their concern for cars speeding through intersections, down roads and asking if police would be able to watch a little more on West side of town. The council also heard from another concerned resident regarding a complaint about the police. The council asked for copies of all complaints and they will look into it more. The campground host asked about a sewer dumping fee for non-campers; this will come back next month to set a fee.

Smit motioned to approve the consent agenda, Peterson seconded the motion and it was approved with Wilson abstain and Robbins absent. Those items approved in the consent agenda were: 05/10/21 Minutes, June 2021 Bills and May 2021 Finance Report.

Mayor Sanders asked the department heads to give brief updates to the council. Police Chief Gardner stated the call out report was from the new computer system. He is working on updating policies and will bring to council when complete for approval. A company will be doing some traffic studies. Currently a few equipment pieces aren't working correctly and will need repair. PW Director stated the pool had the sewer backup due to paper towels being flushed. Instead of paper towels, look into hand dryers. All roads have been oiled. The City Clerk talked about the Hazardous Clean-up and the upcoming Community Clean-up the Beautification group is doing. Also, Clerk School will be coming up in July and she will be registering for that.

**New Business**  
112 Gilman Sanders stated we would look into getting a few fundraisers going and see if we can get a local group involved to promote. The levy will increase \$0.99/1000 on the FY23 budget if approved. Wilson approved the motion to move forward with verification of the current bid, get on the schedule and the money received from the sale of the lot, after torn down, will be put towards the loan. Mulford seconded it. It was approved with three ayes, one nay and one absent.

Wilson motioned to approved a resolution for the annual raise for the Sheffield Assistant City Clerk, Barb Havill. Smit seconded it and roll call was as follows, Ayes: Peterson, Wilson, Smit and Mulford. Absent: Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 21-41.

Smit motioned to approved the FY21 Budget Amendment #2. Peterson seconded it and roll call was as follows, Ayes: Peterson, Wilson, Smit and Mulford. Absent: Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 21-39.

A new Library Board Member needs to be elected. The council asked Mayor Sanders and Councilman Peterson to do interviews with all candidates. This will come back to the next meeting for decision.

Mulford motioned to approve the MetLife Insurance Renewal for the City. Wilson seconded it and was approved with Robbins absent.

Wilson motioned to approved the Franklin County Hazard Mitigation Plan. Peterson seconded it and roll call was as follows, Ayes: Peterson, Wilson, Smit and Mulford. Absent: Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 21-40.

Smit motioned to approve the development of a water detention policy. Zoning Administrator Columbo will work with the City Clerk to bring this policy back at the next meeting. Wilson seconded it and it was approved with Robbins absent.

Mulford motioned to approved a resolution for the renewal of the Sewer Capital CD to a 15-month term. Peterson seconded it and roll call was as follows, Ayes: Peterson, Wilson, Smit and Mulford. Absent: Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 21-44

Mulford motioned to approved a resolution for the renewal of the Water Capital CD to a 15-month term. Peterson seconded it and roll call was as follows, Ayes: Peterson, Wilson, Smit and Mulford. Absent: Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 21-43.

The library would like the council to move some unused grant money for the current FY21 to the capital improvement savings. After short discussion the council would like to review the grants and meet with Jessica before approval.

The delinquent account extension request is not needed.  
Mulford motioned to approve Nick Wilson's tax abatement. Peterson seconded it and it was approved with Wilson abstained and Robbins absent.

Wilson motioned to approve Pat Nuehring's tax abatement. Mulford seconded it and it was approved with Robbins absent.

Smit motioned to approve Dollar General's Cigarette Permit. Mulford seconded it and it was approved with Robbins absent.

Wilson motioned to approve Casey's Cigarette Permit. Mulford seconded it and it was approved with Robbins absent.

Peterson motioned to approve the Mayor to sign the contract with Rachel Thompson for the CPA Audit Service. Mulford seconded it and roll call was as follows, Ayes: Peterson, Wilson, Smit and Mulford. Absent: Robbins. Mayor Sanders declared the resolution approved, adopted, and numbered 21-42.

Mulford approved the bid from IA Electric LLC to move the electrical panel in the Police Department. Wilson seconded it and it was approved with

Robbins absent.

Wilson motioned to approve 1st Reading & Adopt ordinance #142; Library Trustees. Mulford seconded it and it was approved with Robbins absent. Smit motioned to waive the 2<sup>nd</sup> reading; Peterson seconded it and it was approved with Robbins absent. Smit motioned to waive the 3rd reading; Mulford seconded it and it was approved with Robbins absent.

Wilson motioned to approve 1st Reading & Adopt ordinance #143; Board of Adjustments. Smit seconded it and it was approved with Robbins absent. Smit motioned to waive the 2<sup>nd</sup> reading; Mulford seconded it and it was approved with Robbins absent. Mulford motioned to waive the 3rd reading; Peterson seconded it and it was approved with Robbins absent

Wilson motioned to approve 1st Reading & Adopt ordinance #144; Alternate Side Parking. Peterson seconded it and it was approved with Robbins absent. Smit motioned to waive the 2<sup>nd</sup> reading; Mulford seconded it and it was approved with Robbins absent. Smit motioned to waive the 3rd reading; Mulford seconded it and it was approved with Robbins absent

Council Comments – None.

Mulford motioned to adjourn, Smit seconded the motion and it passed with Robbins absent. Adjournment at 9:13PM.

*Ashley L. Francis, City Clerk  
Scott Sanders, Mayor*

Bills to be Paid for June 2021

Vendor	Description	Amount
AgSource Laboratories	Testing	\$867.50
All Flags, LLC	Flags	\$114.29
Brown Supply	hydrant paint	\$261.95
Card Services	Supplies	\$478.61
Carrico Aquatic Resources	Shut Off	\$213.94
D&L Sanitation	garbage - May	\$195.50
Dirksen, Macy	Pool Concessions	\$6.22
Francis, Ashley	Pool petty cash	\$125.00
Franklin REC	Cemetery Utilities	\$30.00
Frontier	FD & PW Utilites	\$333.36
Frontier	FD & PW Utilites	\$333.40
Great American Financial	Copier Lease	\$126.28
Hach	Pool Chemicals	\$650.76
Hampton Hardware	Supplies	\$15.96
Hartman, Hope	Community Flower Project	\$150.00
Hartman, Michelle	SafeT Home Deposit Refund	\$50.00
Hewett Wholesale Inc	Pool Concessions	\$823.34
Houser, Berkland & Simonson	attend council meeting 4/28	\$212.00
IMWCA	21-22 Work Comp Premium	\$2,424.00
Iowa One Call	Underground Location	\$19.80
Lisa Bartusek	Refund Rental Deposit	\$120.00
Lisa Robinson	Refund Camping Fee	\$300.00
Macy Dirksen	pool supplies	\$107.76
Martin Marietta	Rock	\$191.22
Mediacom	City Hall Utilities-May	\$228.71
Menards	Supplies	\$376.56
Michelle Hartman	Refund SafeT Home deposit	\$50.00
Mid American Publishing Corp	Publications	\$325.16
MidAmerican Energy	Utilities	\$9,002.69
Mort's Water	315 Park St	\$440.50
N. Wilson Concrete	Cement	\$557.63
NAPA	parts	\$102.13
North Central Building Supply	Lumber - stop signs	\$92.65
NuWay-K&H Cooperative	PD & PW Fuel	\$809.40
Office Elements	Supplies	\$134.22
Payroll	May Payroll	\$49,095.07
Payton Plagge	mowing	\$6,000.00
Personnel Concepts	Compliance Posters	\$314.56
SRF State	loan	\$226,750.78
T-Mobile	Burn Site Camera - May	\$15.00
T-Mobile	Burn Site Camera - June	\$30.00
T-Mobile	PD Phones	\$81.05
United Bank & Trust	June Banking Fees	\$20.00
UBTC	Culvert/Bridge Payment	\$24,701.25
UBTC	Snow Plow Payment	\$11,506.00
UBTC	PW Truck Payment	\$7,341.25
UBTC	PD Car Payment	\$7,262.50
US Cellular	PW Cellphones	\$124.83
Total		\$353,510.83

Revenues for May 2021

General Fund	\$15,189.96
Main Street Flag Fund	\$100.00
Road Use Tax Fund	\$11,971.04
Employee Benefits Fund	\$2,654.79
Emergency Fund	\$71.81
Local Option Sales Tax Fund	\$4,762.69
TIF	\$9,335.83
Debit Service Fund	\$1,277.00
Perpetual Care Fund	\$235.75
Water	\$10,421.19
Sewer	\$20,560.81
Storm Sewer	\$1,005.44
Total	\$77,586.31
Expenditures for May 2021	
General	\$25,648.13
Road Use Tax	\$22,388.35
Employee Benefits	\$7,868.21
Water	\$9,539.49
Sewer	\$7,890.73
Total	\$73,334.91