

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 5:00PM on Monday, November 14th, 2023. Council Members in attendance were Dave Smit, Brad Mulford and Becky Moellers; Julia Showalter was absent. Also, in attendance was Pat Nuehring, Public Works Director, Eric Meyer, Public Works Assistant, and Bonnie Theis, Library Board Directory.

Mayor Sanders led the Pledge of Allegiance.

Smit made a motion to approve the agenda. Moellers seconded it; it was approved, with Julia Showalter absent.

Mayor Sanders announced that it was the time and place for the public comment. There was no public comment.

Moellers motioned to approve the consent agenda, Mulford seconded the motion and it was approved. Those items approved in the consent agenda were: 10/9/23 Regular Session Minutes, November 2023 Bills, and October 2023 Finance Report.

Mayor Sanders asked the department heads to give brief updates to the council. The Public Works Assistant stated they are doing day to day operations and the plows are on ready for snow. The Police Chief was at a meeting, so he left an update with the clerk. He stated he has been busy with the investigation with the school threats and vandalism around town. He is working on getting a quote from E&E for a spot light, that would have been helpful on a few recent nights. He will have his PT test on December 11th with academy in January. He has asked for pay increase based on performance; this will be discussed in December. The City Clerk stated she has completed one budget training with the next one being the week of Thanksgiving. She has also given info of upcoming education seminars for new and current council members to attend. This training will go over roles, responsibilities, budget and so much more. She encourages everyone to attend. The Library Board President stated that the library director will be working 25 hours (during open library times) with five hours allowed offsite.

New Business

- Mulford motioned to approve Gary Nelson's tax abatement at his home, 405 Johnston St. Moellers seconded it, it was approved; with Showalter absent.
- There is a current opening on the Planning and Zoning Board. The council has asked the clerk to put the opening on Facebook and see if anyone would be interested in filling in the voluntary position.
- Lance Larson, for Sukup Manufacturing, came to discuss splitting the cost with the City to clean out more trees on the bike path down past Sunrise Homes. This will help fix the drainage and blockage down there from limbs along with the future blockage from ice. Smit motioned to approve splitting the cost of up to \$4500 between Sukup Mfg. and the City; if more expense is accrued it will need to come back for further approval. Mulford seconded it, it was approved; with Showalter absent.
- Mulford motioned to approve the three-year snow removal contract with Iowa Drainage. Moellers seconded it, it was approved; with Showalter absent.
- Mulford discussed that N. Wilson has taken on a big project that he won't be able to complete the repairs to the gazebo. Nick has suggested Tyler Letellier. Mulford will get with Tyler to get a bid so work can be begin in spring. Options are still be looked at for the best way to repair and open up the gazebo in the front for use; to be functional and safe. This will come back in December with hopes of a bid.
- There was discussion on Ordinance 154; Zoning Regulations. The city clerk has been asked to look into some wording or examples from other towns that relate to shed sizes in proportion to homes sizes, requirements of neighbor signatures to approve outside ordinance requirements. This will be brought back to be discussed in December.
- The council reviewed the budget amendment requests from the library, police department, cemetery, and fire department. This will come back in December for a final approval.
- Smit motioned to approve the City Employee Wellmark Health Insurance Renewal. Moellers seconded it, it was approved; with Showalter absent.

- A change to the handbook, in regards to working from home, was discussed. This will come back in December for approval.
- Smit motioned to approve the FY23 Annual Finance Report. Mulford seconded it, it was approved; with Showalter absent.
- Discussion of future city goals: n/a

Council Comments – n/a.

Smit motioned to adjourn, Mulford seconded the motion and it passed. Adjournment at 6:14p.m.

Ashley L. Francis, City Clerk

Scott Sanders, Mayor