

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Brad Mulford, at 7:00PM on Monday, February 12<sup>th</sup>, 2024. Council Members in attendance were Becky Moellers, Julia Showalter, James Robbins, and Sherri McGuire; Ryan Kruger was absent. Also, in attendance was Pat Nuehring, Public Works Director, Eric Meyer, Public Works Assistant, John Columbo, Zoning Administrator, and Bonnie Theis, Library Board President.

Mayor Mulford led the Pledge of Allegiance.

Moellers made a motion to approve the agenda. Robbins seconded it; it was approved; with Kruger absent.

Mayor Mulford announced that it was the time and place for the public comment. A resident noted that they wouldn't advise selling city property. Once that property is sold you will never get land or property back. If there is a need to sell it needs to be sold with a minimum of fair market value as the lowest starting amount.

Robbins motioned to approve the consent agenda, McGuire seconded the motion and it was approved, with Kruger absent. Those items approved in the consent agenda were: 1/8/24 Regular Session Minutes, 1/15/24 Special Session Minutes, 1/18/24 Special Session Minutes, February 2024 Bills, January 2024 Finance Report.

Mayor Mulford asked for any department updates. Bonnie Theis, Library Board President, stated they have placed a job ad for the open Library Director position. Donnica is filling in as the Library Director Interim currently and things are running smoothly.

### **New Business**

- Moellers motioned to approve the Resolution approving the public hearing for the FY2025 Property Tax Levy for April 2<sup>nd</sup> at 6pm. Showalter seconded it and roll call was as follows, Ayes: Moellers, Showalter, Robbins, McGuire; Absent: Kruger. Mayor Mulford declared the resolution approved, adopted and numbered 24-25.
- Moellers motioned to approve the Resolution approving the updated fees for services provided by the City of Sheffield. Robbins seconded it and roll call was as follows, Ayes: Moellers, Showalter, Robbins, McGuire; Absent: Kruger. Mayor Mulford declared the resolution approved, adopted and numbered 24-26.
- There was a review of a new addition to ordinance 165. A revamp of the last recommendation came up as follows: *Accessory Buildings A. No accessory building shall be erected in any yard other than a legally required rear or side yard and it shall occupy less than the square footage of the main level of the primary building on that same parcel. The minimum allowable size shall be four hundred and sixty (460) square feet in area even if that exceeds the square footage of the primary building on that same parcel. B. Accessory buildings shall be limited to 14ft sidewall height. C. Accessory buildings shall obey all required offsets from property lines D. Only one Accessory building is allowed in a rear or side yard. E. No accessory building shall be constructed on a lot until the principal building has been constructed, and no accessory building shall be used unless the principal building on the same lot is used.* Moellers motioned to approve the new accessory building code for ordinance 165.07. McGuire seconded it. Ayes: Moellers, Showalter, McGuire; Nay: Robbins; Absent: Kruger. This will come back in March for approval into the Code of Ordinances.
- Robbins motioned to approve increasing the Zoning Board from three members to five members. Moellers seconded it, it was approved with Kruger absent.
- There was discussion on the hayfield. Should there be a contract for another five years, do a yearly contract for a local farmer for grass bales. They discussed the possibility of housing, housing for North Iowa Regional Housing. Is this the place for the fire station at some point? This will come back in March for further discussion and possibilities.
- Robbins approved advertising for the 2024 pool season for lifeguards and pool manager. Moellers seconded it; it was approved with Kruger absent.
- Moellers approved advertising for the 2024 seasonal part-time park maintenance worker. Robbins seconded it; it was approved with Kruger absent.

- Robbins motioned to approve the Resolution approving the mayor to sign the Mosquito Control contract. Showalter seconded it and roll call was as follows, Ayes: Moellers, Showalter, Robbins, McGuire; Absent: Kruger. Mayor Mulford declared the resolution approved, adopted and numbered 24-27.
- Robbins motioned to approve the Resolution approving the mayor to sign the weed control service contract with Trugreen. Moellers seconded it and roll call was as follows, Ayes: Moellers, Showalter, Robbins, McGuire; Absent: Kruger. Mayor Mulford declared the resolution approved, adopted and numbered 24-29.
- Moellers motioned to approve the Resolution approving the mayor to sign the NIACOG Grant writing Contract. Showalter seconded it and roll call was as follows, Ayes: Moellers, Showalter, Robbins, McGuire; Absent: Kruger. Mayor Mulford declared the resolution approved, adopted and numbered 24-28.
- The procurement standards policy will need to come back to another meeting. The City Clerk with working with NIACOG; things weren't quite ready for approval tonight.
- There was discussion about selling City property, parcel 0305451001. Public Works Director stated there is a water shed we need to be careful with as this protects the City Well Heads. This parcel was a previous dumping site so it is also full of fill. Also, starting selling of property may bring more people to want to purchase other city land. This will come back to March's meeting for further discussion.
- Robbins motioned to approve the Resolution approving the authorizing the internal advance for funding of the Urban Renewal Project. Moellers seconded it and roll call was as follows, Ayes: Moellers, Showalter, Robbins, McGuire; Absent: Kruger. Mayor Mulford declared the resolution approved, adopted and numbered 24-28.
- Moellers motioned to approve the Quote from Axon Enterprise Inc a new taser and body camera package for \$13,143.95 to be paid over five years. Robbins seconded it; it was approved with Kruger absent.
- WF Golf Fundraiser asked for a pool pass donation. Moellers stated Midwest Manure Management would donate a family pool pass.
- Moellers motioned to approve 1st Reading & Adopt ordinance #171 Amending the provisions pertaining to Sewer User Charges; McGuire seconded it and it was approved. Moellers motioned to waive the 2<sup>nd</sup> & 3<sup>rd</sup> reading; Robbins seconded it and it was approved with Kruger absent.
- Robbins motioned to approve 1st Reading & Adopt ordinance #172 Amending the provisions pertaining to Water Service Charges; Moellers seconded it and it was approved. Moellers motioned to waive the 2<sup>nd</sup> & 3<sup>rd</sup> reading; Showalter seconded it and it was approved with Kruger absent.
- Robbins motioned to approve 1st Reading & Adopt ordinance #173 Amending the provisions pertaining to City Council; McGuire seconded it and it was approved. Moellers motioned to waive the 2<sup>nd</sup> & 3<sup>rd</sup> reading; Robbins seconded it and it was approved with Kruger absent.

*Council Comments – n/a*

McGuire motioned to adjourn, Showalter seconded the motion and it passed. Adjournment at 8:07 p.m.

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Ashley L. Francis, City Clerk

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Brad Mulford, Mayor