

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: March 19, 2024 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: March 15, 2024 (website & front entry of City Hall)

Mayor:	Tim Kasparek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	City Attorney:	Crystal Raiber
Council At Large:	Al Havens	City Clerk:	Abigail Hora
Council At Large:	Skylar Limkemann	W/WW Superintendent:	Brett Mehmen
Council At Large:	Chris Olney	D. of Public Works:	Brian Detert
Council At Large:	Eric Schnedler	Building Official:	Brian Shay
		Recreation Director:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 6:00 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, March 19, 2024, at the City Hall Council Chamber. Mayor Kasparek called the meeting to order at 6:11 PM. Upon roll being called the following members were present: Al Havens present via Microsoft Teams, Chris Olney, Eric Schnedler, Skylar Limkemann, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.
Second by Schnedler.
All ayes, agenda approved.

C. Discussion and Review of City Logo Redesign and Motto

Discussion: Katie Rierson & Lexi Gillian had some minor changes to the logo and will be sent to Doug this week for Council to review.

D. Questions from Council Members regarding items on the Regular City Council Agenda or Reports

E. Other Business

F. Adjournment

Motion to adjourn by Orris.
Second by Schnedler.
All ayes, meeting adjourned at 6:56 PM.

A. Regular Session - Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, March 19, 2024, at the City Hall Council Chambers. Mayor Kasparek called the meeting to order at 7:01 PM. Upon roll being called the following members were present: Chris Olney, Eric Schnedler, Al Havens present via Microsoft Teams left 8:25 PM, Skylar Limkemann, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.
Second by Orris.
All ayes, agenda approved.

D. Communications and Reports

1. Unscheduled
2. Introduction of Sergeant Michael Hynes – Newly Assigned Tiffin Sergeant

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the lectern and give your name and address for the public record before discussing your item.

Discussion: Carl Bundy, 623 Kimberlite St, addressed concerns at 611 Kimberlite St. He is still looking for direction on this situation.

E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of City Council Minutes
2. Approval of Summary of Receipts Report
3. Approval of Clerk's/Treasurers Report

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts and Clerk/Treasurers Report by Orris.

Second by Olney.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Ordinance No. 2024-510 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 63, Section 63.04, Speed Regulations, for Roberts Ferry Road

- a. Close Public Hearing and Proceed to H-3

Motion to open Public Hearing on Ordinance No. 2024-510 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 63, Section 63.04, Speed Regulations, for Roberts Ferry Road by Olney.

Second by Orris.

Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2024-510 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 63, Section 63.04, Speed Regulations, for Roberts Ferry Road by Olney.

Second by Schnedler.

Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.

All ayes, motion carried.

H. Ordinance Approval/Amendment

1. Ordinance No. 2024-508 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.03(3) and Section 92.04(4)(a) of Chapter 92, to Increase the Late Payment and Non-Payment Fee

- a. Motion to Approve Second Reading and Proceed to Third Reading

Motion to approve Ordinance No. 2024-508 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.03(3) and Section 92.04(4)(a) of Chapter 92, to Increase the Late Payment and Non-Payment Fee by Orris.

Second by Schnedler.

Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.

All ayes, second reading approved.

2. Ordinance No. 2024-509 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 91.09 of Chapter 91, to Eliminate the use of Single-Purpose Meters

- a. Motion to Approve Second Reading and Proceed to Third Reading

Motion to approve Ordinance No. 2024-509 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 91.09 of Chapter 91, to Eliminate the use of Single-Purpose Meters by Olney.
Second by Orris.

Discussion: The City Council recognizes that some utility customers had to purchase their single-purpose meter. For customers who haven't recognized the full benefit of the meter purchase price through the relief of the sewer rate, the City will make up the difference in the form of a credit on

their utility bill. For customers who have met or exceeded the purchase price of the meter through the relief of the sewer rate, they will not be granted a credit.

Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.

All ayes, second reading approved.

3. Ordinance No. 2024-510 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Section 63.04, of Chapter 63, Speed Regulations, for Roberts Ferry Road

- a. Motion to Approve First Reading and Proceed to Second Reading

Motion to approve Ordinance No. 2024-510 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Section 63.04, of Chapter 63, Speed Regulations, for Roberts Ferry Road by Orris.

Second by Schnedler.

Roll Call: Olney, Schnedler, Limkemann, Havens, Orris.

All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution No. 2024-018 – A Resolution Waiving the City of Tiffin’s 2-Mile Extra-Territorial Review of the Proposed Linn County Rural Electric Cooperative Proposed Substation. Motion to approve Resolution No. 2024-018 – A Resolution Waiving the City of Tiffin’s 2-Mile Extra-Territorial Review of the Proposed Linn County Rural Electric Cooperative Proposed Substation by Orris.

Second by Olney.

Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.

All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Orris.
Second by Schnedler.
All ayes, motion carried.
2. Consideration of Special Events Application – Vendor Market, Simply Made Market – Bella Sala – Motion to approve by Olney.
Second by Orris.
All ayes, motion carried.
3. Consideration of \$250 Candy Donation to the Infuse Church Easter Egg Hunt – Motion to approve by Olney.
Second by Orris.
All ayes, motion carried.
4. Discussion and Consideration of Library Director Job Description and Approval to Proceed Advertising for the Position and Council Action as Needed. Motion to approve by Orris.
Second by Olney.
All ayes, motion carried.
5. Discussion and Consideration to Purchase the last Two Basketball Hoops for Deerview Park and Council Action as Needed. Motion to approve by Orris.
Second by Schnedler.
All ayes, motion carried.
6. Discussion and Consideration to Enter into a Memorandum of Agreement with the United States Census Bureau for a Special Census and Council Action as Needed. Motion to approve by Schnedler.
Second by Orris.
All ayes, motion carried.

7. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(1)(C) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation by Orris.
Second by Olney.
Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.
Motion to adjourn from closed session into regular session by Schnedler.
Second by Orris.
Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.
All ayes, motion carried.

L. Reports to be Received/Filed

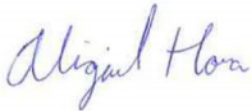
1. Annual Fire Department Report
2. Annual City Engineer Report
3. February Johnson County Sheriff's Report
4. Monthly Departmental Budget Reports

M. Reports from City Personnel

1. Mayor's Report – Discussion:
2. City Council Reports – Discussion: Council Person Schnedler would like staff to look into the brush at the Timber Ridge Trail.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - Discussion: Building Official Brian Shay reported that April 1 the City will begin requiring a construction site runoff permit. Will host an open house to field questions next Wednesday.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report – Nothing to Report.
7. Fire Chief's Report - Nothing to Report.
8. City Engineer's Report - Nothing to Report.
9. City Attorney's Report - Nothing to Report.
10. City Administrator's Report – Discussion: City Administrator Doug Boldt reported the City was awarded the planting grant from the DOT for the roundabout project. He will be out at the IMMI conference Wednesday-Friday next week.

N. Adjournment

Motion to adjourn by Orris.
Second by Schnedler.
All ayes, meeting adjourned at 8:37 PM.



March 26th, 2024

Abigail Hora, City Clerk