

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** April 18, 2023 – 7:00 PM  
**Web Page:** www.tiffin-iowa.org  
**Posted:** April 14, 2023 (website & front entry of City Hall)

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

## **Work Session - Call to Order – 6:30 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, April 18, 2023, at the City Hall Council Chambers. Mayor Pro-Tem Havens called the meeting to order at 6:30 PM. Upon roll being called the following members were present: Chris Olney, Al Havens, Eric Schnedler, Tim Orris, Skylar Limkemann. Absent: Mayor Berner. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

### **B. Agenda Additions/Agenda Approval**

Motion to approve agenda by Orris.

Second by Olney.

All ayes, agenda approved.

### **C. Presentation of FY 2023-2024 Annual Budget**

City Administrator Doug Boldt presented FY 23-24 budget.

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

### **E. Other Business**

### **F. Adjournment**

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 7:01 PM.

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

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, April 4, 2023, at the City Hall Council Chambers. Mayor Pro-Tem Havens called the meeting to order at 7:02 PM. Upon roll being called the following members were present: Chris Olney, Eric Schnedler, Al Havens, Tim Orris, Skylar Limkemann. Absent: Mayor Berner. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

### **C. Agenda Additions/Agenda Approval**

Motion to approve agenda by Orris.

Second by Limkemann.

All ayes, agenda approved.

### **D. Communications and Reports**

#### 1. Unscheduled

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.

### **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/Treasurer's Report

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

Second by Limkemann.

All ayes, consent agenda approved.

#### **F. Mayoral Proclamation**

- 1.

#### **G. Public Hearing**

1. Public Hearing on the FY 2023-2024 Proposed Budget

- a. Close Public Hearing and Proceed to I-1

Motion to open Public Hearing on the FY 2023-2024 Proposed Budget by Olney.

Second by Limkemann.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on the FY 2023-2024 Proposed Budget by Schnedler.

Second by Limkemann.

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

#### **H. Ordinance Approval/Amendment**

- 1.

#### **I. Resolutions for Approval**

1. Resolution No. 2023-024 – A Resolution Approving the City of Tiffin FY 2023-2024 Annual Budget. Motion to approve Resolution No. 2023-024 – A Resolution Approving the City of Tiffin FY 2023-2024 Annual Budget by Orris.  
Second by Schnedler.  
Roll Call: Olney, Schnedler, Limkemann, Havens, Orris.  
All ayes, motion carried.
2. Resolution No. 2023-025 – A Resolution Setting the Date of June 6, 2023, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs and Authorizing Publication of Notices for the Potter Creek Interceptor Sewer Project and Opening of Bids on June 1, 2023.  
Motion to approve Resolution No. 2023-025 – A Resolution Setting the Date of June 6, 2023, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs and Authorizing Publication of Notices for the Potter Creek Interceptor Sewer Project and Opening of Bids on June 1, 2023 by Limkemann.  
Second by Orris.  
Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.  
All ayes, motion carried.
3. Resolution No. 2023-026 – A Resolution Setting the Date of May 2, 2023, for a Public Hearing to Rezone a portion of 2480 Highway 6 NW (Tiffin Heights West) from R-1B to R-1D, in the City of Tiffin, Iowa. Motion to approve Resolution No. 2023-026 – A Resolution Setting the Date of May 2, 2023, for a Public Hearing to Rezone a portion of 2480 Highway 6 NW (Tiffin Heights West) from R-1B to R-1D, in the City of Tiffin, Iowa by Orris.  
Second by Limkemann.  
Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.  
All ayes, motion carried.

#### **J. Old Business**

- 1.

**K. Motions for Approval**

1. Consideration of Payables List – Motion to Approve by Limkemann.  
Second by Orris.  
All ayes, motion carried.
2. Consideration of Special Events Application – Infuse Church, Movies in the Park – Motion to Approve by Orris.  
Second by Olney.  
All ayes, motion carried.
3. Consideration of Special Events Application – Shane and Amanda Rairden, Parking for Graduation Party – Motion to park on one side of the street and directed to use Redbird Run as first option by Limkemann.  
Second by Schnedler.  
All ayes, motion carried.
4. Discussion and Consideration of One-time Water and Sewer Adjustment at 812 Redbird Run and Council Action as Needed. Motion to approve by Limkemann.  
Second by Orris.  
All ayes, motion carried.
5. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(j) for Potential Real Estate Purchase by Limkemann.  
Second by Olney.  
Roll Call: Havens, Olney, Orris, Schnedler, Limkemann.  
Motion to adjourn from Closed Session into Regular Session by Limkemann.  
Second by Schnedler.  
Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.  
All ayes, motion carried.

**L. Reports to be Received/Filed**

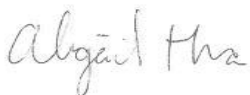
1. March Johnson County Sheriff's Report
2. Monthly Departmental Budget Reports

**M. Reports from City Personnel**

1. Mayor's Report – Nothing to Report.
2. City Council Reports – Nothing to Report.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - Nothing to Report.
5. Recreation Director's Report - Nothing to Report.
6. City Engineer's Report – Included in the Packet.
7. City Attorney's Report – Nothing to Report.
8. City Administrator's Report – Discussion: City Administrator Doug Boldt discussed his report.

**N. Adjournment**

Motion to adjourn by Schnedler.  
Second by Orris.  
All ayes, meeting adjourned at 8:17 PM.



*April 19th, 2023*

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Abigail Hora, City Clerk