

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: May 16, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: May 12, 2023 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Al Havens – Mayor Pro-Tem	City Attorney:	Robert Michael/Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Tim Orris	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, May 16, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:04 PM. Upon roll being called the following members were present: Chris Olney, Al Havens, Skylar Limkemann, Eric Schnedler. Absent: Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

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

C. Update and Review of North Park Road Reconstruction Project

Discussion: Kevin Bailey, City Engineer present with MSA team to discuss North Park Road reconstruction project. MSA designed a roundabout to assist the traffic flow on the South end of North Park Road.

D. Update and Discussion of Grove Park Project and Possible City Support for their Workforce Housing Tax Credit Program Application

Discussion: Nick and Nathan Faselt present with Jerry Waddilove of Merit Construction, to discuss the Grove Park Project with the City. They are seeking a letter of support from the City for \$1000 per unit not to exceed 72 units if the application is approved. This tax credit is given during the building process.

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

F. Other Business

G. Adjournment

Motion to adjourn by Limkemann.
Second by Schnedler.
All ayes, meeting adjourned at 7:00 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, May 16, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:02 PM. Upon roll being called the following members were present: Chris Olney, Eric Schnedler, Al Havens, Skylar Limkemann. Absent: Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Havens.

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
4. Approval of Liquor License Renewal – Bryant's Off 6 LLC
5. Approval of New Liquor License – Coffee Emporium LLC

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts, Clerk/Treasurer's Report, Liquor License Renewal for Bryant's Off 6 LLC and New Liquor License for Coffee Emporium LLC by Schnedler.

Second by Olney.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on FY 2022-2023 Budget Amendment
 - a. Close Public Hearing

Motion to open Public Hearing on FY 2022-2023 Budget Amendment by Olney.

Second by Limkemann.

Roll Call: Havens, Olney, Schnedler, Limkemann.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on FY 2022-2023 Budget Amendment by Olney.

Second by Havens.

Roll Call: Olney, Schnedler, Limkemann, Havens.

No Action Taken.

H. Ordinance Approval/Amendment

1. Ordinance No. 2023-500 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone a portion of 2480 Highway 6 NW (Tiffin Heights West) from R-1B to R-1D, in the City of Tiffin, Iowa
 - a. Motion to Approve Second Reading and Proceed to Third ReadingMotion to approve Ordinance No. 2023-500 – An Ordinance Amending the Official Zoning Map of the City of Tiffin 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 Havens.
Second by Limkemann.
Roll Call: Olney, Schnedler, Limkemann, Havens.
All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution No. 2023-031 – A Resolution Setting the Date of May 30, 2023, for a Public Hearing for the FY 2022-2023 Budget Amendment. Motion to approve Resolution No. 2023-031 – A Resolution Setting the Date of May 30, 2023, for a Public Hearing for the FY 2022-2023 Budget Amendment by Schnedler.
Second by Havens.
Roll Call: Schnedler, Limkemann, Havens, Olney.

All ayes, motion carried.

2. Resolution No. 2023-032 – A Resolution of Support of the Application of the Grove Park Project for Funding Via the Workforce Housing Tax Credit Program and Pledging City Monies for the Same. Motion to approve Resolution No. 2023-032 – A Resolution of Support of the Application of the Grove Park Project for Funding Via the Workforce Housing Tax Credit Program and Pledging City Monies for the Same by Olney.

Second by Schnedler.

Roll Call: Limkemann, Havens, Olney, Schnedler.

All ayes, motion carried.

3. Resolution No. 2023-033 – A Resolution Setting the Date of May 30, 2023, for a Public Hearing to Amend the Municipal Code of Tiffin, Chapter 35, Fire Protection. Motion to approve Resolution No. 2023-033 – A Resolution Setting the Date of May 30, 2023, for a Public Hearing to Amend the Municipal Code of Tiffin, Chapter 35, Fire Protection by Limkemann.

Second by Schnedler.

Roll Call: Havens, Olney, Schnedler, Limkemann.

All ayes, motion carried.

4. Resolution No. 2023-034 – A Resolution for the Final Acceptance of the Madden Addition Pedestrian Bridge and Trail. Motion to approve with the condition of acceptance and approval by City Administrator and City Attorney of a signed easement agreement, release of current easement, and plat from the developer for the trail by Limkemann.

Second by Havens.

Motion to approve as amended by Schnedler.

Second by Limkemann.

Roll Call: Olney, Schnedler, Limkemann, Havens.

All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Olney.

Second by Havens.

All ayes, motion carried.

2. Consideration of Special Events Application – Tony Johnson, Country Friday at Park Place (Outdoor Concert). Motion to approve by Limkemann.

Second by Schnedler.

All ayes, motion carried.

3. Consideration of Pay Estimate #4 – Boomerang Corporation, Well #5 Pump, Controls and Water Main Project – Motion to Approve by Limkemann.

Second by Schnedler.

All ayes, motion carried.

4. Discussion and Consideration of Change Order for Tiffin Fire Truck and Council Action as Needed. Motion to approve by Limkemann.

Second by Schnedler.

All ayes, motion carried.

5. Discussion and Consideration of FY 2023-2024 Public Works Equipment Replacement and Council Action as Needed. Motion to approve as proposed by Havens.

Second by Limkemann.

All ayes, motion carried.

L. Reports to be Received/Filed

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

M. Reports from City Personnel

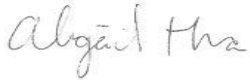
1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Limkemann gave a report on the Safer Grant as this will start on June 1, 2023.
3. Director of Public Work's Report - Discussion: Public Works Director Brian Detert reported the water sampling stations have been installed throughout town. Splash Pad will be installed tomorrow.
4. Building Official's Report - Discussion: Building Official Brian Shay gave an update on Building Permit numbers.
5. Recreation Director's Report – Nothing to Report.
6. City Engineer's Report – Nothing to Report.
7. City Attorney's Report - Nothing to Report.
8. City Administrator's Report – Discussion: City Administrator Doug Boldt reminded Council that City Wide Clean Up Day on Saturday May 20th from 8:00 AM – 11:00 AM.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Havens.

All ayes, meeting adjourned at 7:57 PM.



May 17th, 2023

Abigail Hora, City Clerk