

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: June 6, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: June 2, 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 – 5:30 PM

A. Roll Call

The City of Tiffin City Council held a special session Tuesday, June 6, 2023, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 5:30 PM. Upon roll being called the following members were present: Al Havens, 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 Schnedler.

Second by Orris.

All ayes, agenda approved.

C. Update and Onsite Meeting on the Abatement progress at 141 East Third Street

Discussion:

Motion to temporarily adjourn and travel to 141 East Third Street by Schnedler.

Second by Havens.

All ayes, meeting temporarily at 5:32 PM.

Motion to return from temporary adjournment at 141 East Third Street by Schnedler.

Second by Limkemann.

All ayes, motion carried.

Motion to temporarily adjourn and travel back to City Hall by Schnedler.

Second by Orris.

All ayes, meeting temporarily adjourn at 5:47 PM.

Motion to return from temporary adjournment at City Hall by Havens.

Second by Limkemann.

All ayes, motion carried.

D. Update and Review of Water System Pilot Test and Water System Improvements Project

Discussion: Kevin Bailey and Clint from MSA present to discuss the water system pilot as this began today. Clint reviewed the water system and a concept of the new water treatment plant.

E. Discussion of Updating City Code to the 2021 International Fire Code and its Amendments and Demonstration of recent Fire Department Training Initiatives

Discussion: Fire Chief Brad Hill and Fire Marshal Bill Erb present to discuss the 2021 International Fire Code and give an update on their recent training initiatives.

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

G. Other Business

H. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 6:58 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, June 6, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Chris Olney, Eric Schnedler, Al Havens, 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 Havens.

Second by Olney

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.

Neal Cutkomp, 706 Lakeview Ct, discussed a concern about the stormwater easement behind his property.

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 Special City Council Minutes
3. Approval of Second Special City Council Minutes
4. Approval of Summary of Receipts Report
5. Approval of Liquor License Renewal – Casa Tequila Authentic Mexican Grill
6. Approval of Liquor License Renewal – Casey's General Stores
7. Approval of Liquor License Renewal – Bryants Off 6, LLC

Motion to approve Consent Agenda which includes City Council Minutes, Special City Council Minutes, Second Special City Council Minutes, Summary of Receipts, Liquor License Renewal for Casa Tequila Authentic Mexican Grill, Liquor License Renewal for Casey's General Stores, Liquor License Renewal for Bryants Off 6, LLC by Olney.

Second by Schnedler.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project

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

Motion to open Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project by Schnedler.

Second by Orris.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project by Schnedler.

Second by Orris.

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

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 Third and Final Reading
Motion 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 Orris.
Roll Call: Limkemann, Schnedler, Havens, Olney, Orris.
All ayes, third and final reading approved.
2. Ordinance No. 2023-501 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 35, Fire Protection
 - a. Motion to Approve Second Reading
Motion to approve Ordinance No. 2023-501 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 35, Fire Protection by Limkemann.
Second by Orris.
Roll Call: Limkemann, Schnedler, Havens, Olney, Orris.
All ayes, second reading approved.
 - b. Motion to Suspend the Requirement to Pass Ordinance on Two Considerations before Final passage as stated in Iowa Code Section 380.3 by Schnedler.
Second by Limkemann.
Roll Call: Schnedler, Havens, Olney, Orris, Limkemann.
All ayes, motion carried.
 - c. Motion to Approve Third Reading and Final Reading
Motion to approve Ordinance No. 2023-501 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 35, Fire Protection by Orris.
Second by Schnedler.
Roll Call: Havens, Olney, Orris, Limkemann, Schnedler.
All ayes, third and final reading approved.

I. Resolutions for Approval

1. Resolution No. 2023-038 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project. Motion to approve Resolution No. 2023-038 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project by Olney.
Second by Orris.
Roll Call: Orris, Limkemann, Schnedler, Havens, Olney.
All ayes, motion carried.
2. Resolution No. 2023-039 – A Resolution to Award the Bid for the Potter Creek Interceptor Sewer Project. Motion to approve Resolution No. 2023-039 – A Resolution to Award the Bid for the Potter Creek Interceptor Sewer Project by Olney.
Second by Orris.
Roll Call: Olney, Orris, Limkemann, Schnedler, Havens.
All ayes, motion carried.
3. Resolution No. 2023-040 – A Resolution Setting the Date of June 20, 2023, for a Public Hearing to Adopt the 2021 International Fire Code with Amendments. Motion to approve Resolution No. 2023-040 – A Resolution Setting the Date of June 20, 2023, for a Public Hearing to Adopt the 2021 International Fire Code with Amendments by Orris.

Second by Limkemann.
Roll Call: Orris, Limkemann, Schnedler, Havens, Olney.
All ayes, motion carried.

J. Old Business

1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Havens.
Second by Orris.
All ayes, motion carried.
2. Consideration of Special Events Application – National Night Out (in Deerview Park) Eric Holzhueter – Motion to approve by Limkemann.
Second by Havens.
All ayes, motion carried.

L. Reports to be Received/Filed

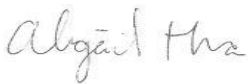
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M. Reports from City Personnel

1. Mayor’s Report – Discussion: Mayor Berner gave a report on the MPO meeting.
2. City Council Reports – Discussion: Council Person Havens requested trail etiquette language for the newsletter and trail signage.
3. Director of Public Work’s Report - Discussion: Director of Public Works Brian Detert reported the dugouts are close to being completed and will begin work on the new shelters soon.
4. Building Official’s Report - Discussion: Building Official Brian Shay reported Pin Seekers began indoor inspection this week.
5. Recreation Director’s Report - Discussion: Recreation Director reported the park is full of activities this upcoming weekend.
6. City Engineer’s Report – Written Report in Packet
7. City Attorney’s Report – Nothing to Report.
8. City Administrator’s Report – Discussion: City Administrator Doug Boldt reported change of Council meeting dates for July and August. New dates are July 11 and July 18 and August 8 August 22. We will have a joint school board meeting on Wednesday June 14th at 5:30 PM to discuss North Park Road improvements.

N. Adjournment

Motion to adjourn by Schnedler.
Second by Orris.
All ayes, meeting adjourned at 7:56 PM.



June 13th, 2023

Abigail Hora, City Clerk