

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: June 20, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: June 16, 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 – 6:30 PM

A. Roll Call

The City of Tiffin City Council held a special session Tuesday, June 20, 2023, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 6:32 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. Discussion of Local Option Sales Tax Information

Discussion: City Administrator Doug Boldt reviewed some educational material for local option sales tax.

D. Discussion of Property Owner’s Request for Access through City Property for Entry to their Property

Discussion: City Administrator Doug Boldt discussed this access with the Council.

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

F. Other Business

G. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 7:04 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 20, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:04 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 Orris.

Second by Schnedler.

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 Joint City Council/Clear Creek Amana School Board Meeting Minutes
3. Approval of Summary of Receipts Report
4. Approval of Clerk/Treasurer's Report
5. Approval of Liquor License Renewal – The Depot Express
6. Approval of Special Liquor License – Wildhorse Productions LLC
7. Approval of Cigarette License Renewal – July 1, 2023 – Kum & Go, The Depot Express, Morgan's, Fareway, Hometown Spirits and Casey's General Stores

Motion to approve Consent Agenda which includes City Council Minutes, Joint City Council/Clear Creek Amana School Board Meeting Minutes, Summary of Receipts, Clerk/Treasurer's Report, Liquor License Renewal for the Depot Express, Special Liquor License for Wildhorse Productions LLC, Cigarette License Renewal for Kum & Go, The Depot Express, Morgan's, Fareway, Hometown Spirits and Casey's General Stores by Olney.

Second by Orris.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Ordinance No. 2023-502 – An Ordinance Adopting the 2021 International Fire Code with Amendments

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

Motion to open Public Hearing on Ordinance No. 2023-502 – An Ordinance Adopting the 2021 International Fire Code with Amendments by Olney.

Second by Schnedler.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2023-502 – An Ordinance Adopting the 2021 International Fire Code with Amendments by Havens.

Second by Orris.

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

All ayes, motion carried.

H. Ordinance Approval/Amendment

1. Ordinance No. 2023-502 – An Ordinance Adopting the 2021 International Fire Code with Amendments

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

Motion to approve Ordinance No. 2023-502 – An Ordinance Adopting the 2021 International Fire Code with Amendments by Limkemann.

Second by Havens.

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

All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution No. 2023-043 – A Resolution Approving the Collective Bargaining Agreement between the City of Tiffin, Iowa, and the American Federation of State, County and Municipal Employees from July 1, 2023, through June 30, 2028. Motion to approve Resolution No. 2023-043 – A Resolution Approving the Collective Bargaining Agreement between the City of Tiffin, Iowa,

and the American Federation of State, County and Municipal Employees from July 1, 2023, through June 30, 2028 by Limkemann.

Second by Havens.

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

All ayes, motion carried.

2. Resolution No. 2023-044 – A Resolution Setting the Salaries for the Appointed Officers and Employees of the City of Tiffin, Iowa. Motion to approve Resolution No. 2023-044 – A Resolution Setting the Salaries for the Appointed Officers and Employees of the City of Tiffin, Iowa by Limkemann.
Second by Havens.
Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.
All ayes, motion carried.
3. Resolution No. 2023-045 – A Resolution for the Completion and Final Acceptance of the Original Town Urbanization Project – Phase Two. Motion to approve Resolution No. 2023-045 – A Resolution for the Completion and Final Acceptance of the Original Town Urbanization Project – Phase Two by Orris.
Second by Limkemann.
Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.
All ayes, motion carried.
4. Resolution No. 2023-046 – A Resolution Amending Resolution 2023-037 to add Lieutenant to the City of Tiffin Fire Department Stipend Program. Motion to approve Resolution No. 2023-046 – A Resolution Amending Resolution 2023-037 to add Lieutenant to the City of Tiffin Fire Department Stipend Program by Limkemann.
Second by Schnedler.
Roll Call: Orris, 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 Orris.
Second by Schnedler.
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 Change Order #3 – Boomerang Corporation, Well #5 Pump, Controls and Water Main Project – Motion to approve by Orris.
Second by Schnedler.
All ayes, motion carried.
4. Consideration of Pay Estimate #5 – Boomerang Corporation, Well #5 Pump, Controls and Water Main Project – Motion to approve by Limkemann.
Second by Orris.
All ayes, motion carried.
5. Consideration of Pay Estimate #16 (Final) – Rathje Construction, Original Town Urbanization Project – Phase Two – Motion to approve by Orris.
Second by Havens.
All ayes, motion carried.

6. Discussion and Consideration of Professional Services Agreement with MSA Professional Services for the Preliminary Design of Highway 6 and Council Action as Needed. Motion to approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.
7. Discussion and Consideration to Authorize Advertising Expenditure with Z102.9 for Tiffin Rec Fest and Council Action as Needed. Motion to not exceed \$600 by Limkemann.
Second by Orris.
All ayes, motion carried.
8. Discussion and Consideration of One-time Water and Sewer Adjustment at 511 State Street Apartment #105 and Council Action as Needed. Motion to approve by Olney.
Second by Schnedler.
All ayes, motion carried.
9. Discussion and Consideration of Position Promotion for Nick Sitzman from Building Inspector I to Building Inspector II/Plans Examiner and Council Action as Needed. Motion to approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.
10. Discussion and Consideration to Advertise for a Water and Wastewater Position and Council Action as Needed. Motion to approve by Orris.
Second by Havens.
All ayes, motion carried.
11. Discussion and Consideration of Moving the July 4th City Council Meeting to July 11th and Council Action as Needed. Motion to approve by Orris.
Second by Limkemann.
All ayes, motion carried.
12. Discussion and Consideration of Moving the August 1st and 15th City Council Meetings to August 8th and 22nd and Council Action as Needed. Motion to approve by Limkemann.
Second by Havens.
All ayes, motion carried.

L. Reports to be Received/Filed

1. May 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 – Discussion: Public Works Director Brian Detert reported a shelter will be put in at the auxiliary fields.
4. Building Official's Report - Discussion: Building Official Brian Shay reported lots of inspections in the last three weeks. Zoning map will be added to Johnson County GIS within the upcoming months.
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 discussed his report.

N. Adjournment

Motion to adjourn by Schnedler.
Second by Orris.

All ayes, meeting adjourned at 8:34 PM.

Abigail Hora

June 21st, 2023

Abigail Hora, City Clerk