

City of Tiffin, Iowa

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

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|--------------------------|---------------------------|-----------------------------|-------------------------------|
| 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 work session Tuesday, July 18, 2023, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 5:34 PM. Upon roll being called the following members were present: Al Havens, Chris Olney, Eric Schnedler arrived at 6:56 PM, 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 Orris.

Second by Olney.

All ayes, agenda approved.

C. Discussion of Local Option Sales Tax Educational Materials

Discussion: City Administrator Doug Boldt and Katie Reiersen gave an updated LOSST flyer and presentation. This material will be used to educate our residents at the public information sessions which are August 8th, August 22nd and September 5th. These will be held at City Hall beginning at 5:00 PM.

D. Discussion of Sanitary Sewer System Proposal from Hickory Knoll HOA

Discussion: Mike Pugh, attorney for Hickory Knoll HOA, in attendance along with Shannon Prince, president and Josh Holt, vice president for the HOA. A proposal was presented to the City Council to delay hooking up to the City sanitary sewer system as spelled out in the Hickory Knoll developer's agreement. Discussion was held on the logistics of the subdivision hooking up to the City's sanitary sewer system that is now available to the subdivision. City Administrator, Doug Boldt was directed to contact the DNR to find out specifics of hooking up to the City's sewer system when functioning septic systems are involved.

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

F. Other Business

G. Adjournment

Motion to adjourn by Orris.

Second by Limkemann.

All ayes, meeting adjourned at 7:02 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, July 18, 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 left at 9:02 PM, 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 Special Liquor License – Back Berner Bar & Grill LLC

Mayor Berner recused himself from the discussion.

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts Report, Clerk/Treasurer's Report and Special Liquor License for Back Berner Bar & Grill LLC by Olney.

Second by Orris.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Ordinance 2023-503 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone 3287 Ireland Avenue NW (Tiffin West) from R-1E to C-2B and from R-1E to M-1, in the City of Tiffin, Iowa

- a. Close Public Hearing and Proceed to H-2

Motion to open Public Hearing on Ordinance 2023-503 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone 3287 Ireland Avenue NW (Tiffin West) from R-1E to C-2B and from R-1E to M-1, in the City of Tiffin, Iowa by Limkemann.

Second by Havens.

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

Discussion: Nothing Received at City Hall.

Discussion was held about whether or not the M-1 zoning was appropriate for the area. Everyone thought the C-2B was appropriate but wanted to make sure the M-1 zoning along the visible portion of the interstate was visually appealing.

Motion to close Public Hearing on Ordinance 2023-503 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone 3287 Ireland Avenue NW (Tiffin West) from R-1E to C-2B and from R-1E to M-1, in the City of Tiffin, Iowa by Limkemann.

Second by Orris.

Roll Call: Olney, Orris, 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 Third and Final Reading

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

Second by Limkemann.

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

All ayes, third and final reading approved.

2. Ordinance No. 2023-503 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone 3287 Ireland Avenue NW (Tiffin West) from R-1E to C-2B and from R-1E to M-1, in the City of Tiffin, Iowa
 - a. Motion to Approve First Reading and Proceed to Second Reading
Motion to table by Limkemann.
Second by Schnedler.
All ayes, motion carried.

I. Resolutions for Approval

1. Resolution No. 2023-048 – A Resolution Approving an Amendment to the Planned Development Overlay Concept District (OPD) and Developer’s Agreement for Park Place City Center. Motion to approve Resolution No. 2023-048 – A Resolution Approving an Amendment to the Planned Development Overlay Concept District (OPD) and Developer’s Agreement for Park Place City Center by Olney.
Second by Limkemann.
Roll Call: Limkemann, Havens, Olney, Orris, Schnedler.
All ayes, motion carried.
2. Resolution No. 2023-049 – A Resolution Approving an Amendment to the Developer’s Agreement for Park Place – Parts One and Two. Motion to approve Resolution No. 2023-049 – A Resolution Approving an Amendment to the Developer’s Agreement for Park Place – Parts One and Two by Havens.
Second by Orris.
Roll Call: Havens, Olney, Orris, Schnedler, Limkemann.
All ayes, motion carried.
3. Resolution No. 2023-050 – A Resolution Approving an Amendment to the Revised Developer’s Agreement for Park Place City Center Part Two. Motion to approve Resolution No. 2023-050 – A Resolution Approving an Amendment to the Revised Developer’s Agreement for Park Place City Center Part Two by Limkemann.
Second by Orris.
Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.
All ayes, motion carried.
4. Resolution No. 2023-051 – A Resolution Approving the Final Plat for Park Place – Part Eight. Motion to approve Resolution No. 2023-051 – A Resolution Approving the Final Plat for Park Place – Part Eight by Olney.
Second by Orris.
Roll Call: Orris, Schnedler, Limkemann, Havens, Olney.
All ayes, motion carried.
5. Resolution No. 2023-052 - A Resolution Establishing New Guidelines to Assess Fire Department Fees. Motion to approve Resolution No. 2023-052 - A Resolution Establishing New Guidelines to Assess Fire Department Fees by Limkemann.
Second by Havens.
Roll Call: Schnedler, Limkemann, Havens, Olney, Orris.
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. Discussion and Consideration of the Sanitary Sewer System Proposal from Hickory Knoll HOA and Council Action as Needed. Motion to table by Havens.
Second by Limkemann.
All ayes, motion carried.
3. Discussion and Consideration to Proceed with the Design, Engineering and Legal Process for the Sanitary Sewer System for the Hickory Knoll Subdivision and Council Action as Needed. Motion to table by Havens.
Second by Limkemann.
Havens withdrew his motion.
Limkemann withdrew his motion.
Motion to approve by Schnedler.
Second by Orris.
All ayes, motion carried.
4. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(i) – City Administrator Performance Evaluation. No Action Taken.

L. Reports to be Received/Filed

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

M. Reports from City Personnel

1. Mayor's Report – Discussion: Mayor Berner had a resident who had a concern about the speed of traffic on Croell Ave and Dogwood Ln. Council discussed options to slow down traffic.
2. City Council Reports – Discussion: Council Person Schnedler asked about the sidewalk completion on Croell Ave and Green Oak Pass. Council Person Limkemann gave an update on the fire department.
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 – 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 9:10 PM.



July 20th, 2023

Abigail Hora, City Clerk