

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** September 5, 2023 – 7:00 PM  
**Web Page:** www.tiffin-iowa.org  
**Posted:** September 1, 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>	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, September 5, 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 Olney.

All ayes, agenda approved.

### **C. Discussion of Additional Shelters in Jim Bartels Tiffin City Park**

Discussion: City Administrator Doug Boldt reviewed the area in which Public Works would like the shelters to be built. Public Works would add a sidewalk along field one and connect to the trail to the South.

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

### **E. Other Business**

### **F. Adjournment**

Motion to adjourn by Limkemann.

Second by Orris.

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, September 5, 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, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

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

Motion to approve by Olney.

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.

Discussion: Lynn Gallagher & Debra Gallagher gave presentation and read a prepared statement that recommended the City of Tiffin to not host/support a rodeo as part of next year's Rec Fest.

Heidi Flick, 1509 Croell Ave, addressed concerns about traffic on Dogwood Ln & Croell Ave. and is in favor of this being a 4-way stop.

Amanda Graff, 511 Dogwood Ln, also addressed concerns about traffic on Dogwood Ln & Croell Ave. and is in favor of this being a 4-way stop.

#### **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 Liquor License Permit – Pinseekers Tiffin Operations, LLC

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts and Liquor License for Pinseekers Tiffin Operations by Havens.

Second by Orris.

All ayes, consent agenda approved.

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

- 1.

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

- 1.

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

1. 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, with Rezoning Agreement, in the City of Tiffin, Iowa, and as Legally Described Herein

- a. Motion to Approve Second Reading

Motion to approve 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, with Rezoning Agreement, in the City of Tiffin, Iowa, and as Legally Described Herein by Havens.

Second by Orris.

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

Nays: Limkemann.

Four ayes, one nay, 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. Motion to approve by Schnedler. Second by Havens.

All ayes, motion carried.

- c. Motion to Approve Third Reading

Motion to approve 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, with Rezoning Agreement, in the City of Tiffin, Iowa, and as Legally Described Herein by Orris.

Second by Schnedler.

Roll Call: Olney, Orris, Schnedler, Havens.

Nays: Limkemann.

Four ayes, one nay, third and final reading approved.

2. Ordinance No. 2023-504 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Lot 7 and Outlot B of Andersen Addition – Part Two (The States) from C-1B to R-12/OPD Concept District, in the City of Tiffin, Iowa, and as Legally Described Herein

a. Motion to Approve Second Reading and Proceed to Third Reading  
Motion to approve Ordinance No. 2023-504 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Lot 7 and Outlot B of Andersen Addition – Part Two (The States) from C-1B to R-12/OPD Concept District, in the City of Tiffin, Iowa, and as Legally Described Herein by Havens.

Second by Orris.

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

All ayes, second reading approved.

3. Ordinance No. 2023-505 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone the Lotus Hill area of Andersen Addition from C-1B to R-12/OPD Concept District, in the City of Tiffin, Iowa, and as Legally Described Herein

a. Motion to Approve Second Reading and Proceed to Third Reading

Motion to approve Ordinance No. 2023-505 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone the Lotus Hill area of Andersen Addition from C-1B to R-12/OPD Concept District, in the City of Tiffin, Iowa, and as Legally Described Herein by Schnedler.

Second by Orris.

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

All ayes, second reading approved.

## **I. Resolutions for Approval**

1. Resolution No. 2023-059 – A Resolution Authorizing the City of Tiffin, Iowa, to make an Application to the Iowa Department of Transportation Traffic Safety Improvement Program for the Funding of a Roundabout on North Park Road just north of Highway 6. Motion to approve Resolution No. 2023-059 – A Resolution Authorizing the City of Tiffin, Iowa, to make an Application to the Iowa Department of Transportation Traffic Safety Improvement Program for the Funding of a Roundabout on North Park Road just north of Highway 6 by Limkemann.  
Second by Schnedler.  
Roll Call: Limkemann, Havens, Olney, Orris, Schnedler.  
All ayes, motion carried.
2. Resolution No. 2023-060 – A Resolution Approving the Appointment of a Planning and Zoning Commission Member for the City of Tiffin, Iowa. Motion to approve Resolution No. 2023-060 – A Resolution Approving the Appointment of a Planning and Zoning Commission Member for the City of Tiffin, Iowa by Limkemann.  
Second by Olney.  
Roll Call: Havens, Olney, Orris, Schnedler, Limkemann.  
All ayes, motion carried.
3. Resolution No. 2023-061 – A Resolution Approving the Appointment of a Planning and Zoning Commission Member for the City of Tiffin, Iowa. Motion to approve Resolution No. 2023-061 – A Resolution Approving the Appointment of a Planning and Zoning Commission Member for the City of Tiffin, Iowa by Limkemann.  
Second by Orris.  
Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.  
All ayes, motion carried.

## **J. Old Business**

- 1.

## **K. Motions for Approval**

1. Consideration of Payables List – Motion to approve by Limkemann.  
Second by Schnedler.  
All ayes, motion carried.

2. Discussion and Consideration to run Power to Deerview Park for Installation of an AED and Council Action as Needed. Motion to approve by Havens.  
Second by Limkemann.  
All ayes, motion carried.
3. Discussion and Consideration of One-time Water and Sewer Adjustment at 465 Iris Court and Council Action as Needed. Motion to approve by Limkemann.  
Second by Orris.  
All ayes, motion carried.
4. Discussion and Consideration of City of Tiffin providing Matching Grant Funds for the Iowa Department of Natural Resources Fire Department Grant Application and Council Action as Needed. Motion to approve by Havens.  
Second by Limkemann.  
All ayes, motion carried.
5. Discussion and Consideration of City of Tiffin providing Gap Funding for the Local Fire Protection and Emergency Medical Services Grant Program and Council Action as Needed. Motion to approved by Limkemann.  
Second by Schnedler.  
All ayes, motion carried.

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

- 1.

**M. Reports from City Personnel**

1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Olney reported the library might discuss a stand alone building in the future. Council Person Limkemann would like the lights at the dog park and additional signage to include distance and points of interest on the trails.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Discussion: Building Official Brian Shay reported the award in the building department for solar app plus.
5. Recreation Director's Report - Discussion: Recreation Director Frank Haege reported the fall sports are in full swing.
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 written report.

**N. Adjournment**

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 8:37 PM.



*September 11th, 2023*

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Abigail Hora, City Clerk