

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** October 17, 2023 – 7:00 PM  
**Web Page:** [www.tiffin-iowa.org](http://www.tiffin-iowa.org)  
**Posted:** October 13, 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 – 5:45 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, October 17, 2023, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 5:48 PM. Upon roll being called the following members were present: Al Havens, Chris Olney, Eric Schnedler, Skylar Limkemann. 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 Havens.

All ayes, agenda approved.

### **C. Discussion and Update of Tiffin Fire Department Third Quarter Review**

Discussion: Fire Chief Brad Hill reviewed calls to date for quarter three. We are currently at 483 calls to date.

### **D. Discussion and Review of Tiffin Fire Department Future Purchases**

Discussion: Fire Marshal Bill Erb recommends First Due Platform as the software for the Fire Department, which is on the regular agenda to be approved. Chief Hill and Fire Marshal Erb reviewed three items that will be future purchases for the department. The first item was the Cascade Breathing System. Current system is old and needs replaced. This will be put in FY25 budget and estimated to cost between \$70,000-80,000. The second item was thermal imaging cameras which are currently in this years budget up to \$20,000. Chief Hill gave some pricing on these and they will be ordered before the end of the fiscal year. The last item was the self-contained breathing apparatus. The Fire Department's current set is soon to be out of compliance. We currently do not have enough sets for the members on the department. Council directed Chief Hill to look into pricing all new sets for the department and possibly selling our current sets to another department. The pricing is roughly \$175,000.

### **E. Discussion of Future Recreation Center Planning**

Discussion: City Administrator Doug Boldt and Mayor Berner discussed the future of a Recreation Center. Staff toured a few facilities earlier in the week that would be close to what the City would like our future Recreation Center to look like. An architecture services agreement will be on the next agenda for approval.

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

### **G. Other Business**

### **H. 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, October 17, 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. 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 Schnedler.

All ayes, agenda approved.

1. Swearing-in of Tiffin Fire Department Personnel, Trevor Jack and Alec Sindelar

**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 Special City Council Minutes
3. Approval of Summary of Receipts Report
4. Approval of Clerk's/Treasurers Report
5. Approval of Liquor License Renewal – Shanti LLC, dba – Hometown Spirits

Motion to approve Consent Agenda which includes City Council Minutes, Special City Council Minutes, Summary of Receipts, Clerk/Treasurers Report and Liquor License Renewal for Hometown Spirits by Limkemann.

Second by Havens.

All ayes, consent agenda approved.

**F. Mayoral Proclamation**

- 1.

**G. Public Hearing**

- 1.

**H. Ordinance Approval/Amendment**

- 1.

**I. Resolutions for Approval**

1. Resolution No. 2023-068 – A Resolution Setting the Date of November 7, 2023, for a Public Hearing for Daytona Estates as a Planned Development Overlay Site District. Motion to approve Resolution No. 2023-068 – A Resolution Setting the Date of November 7, 2023, for a Public Hearing for Daytona Estates as a Planned Development Overlay Site District by Havens.  
Second by Schnedler.  
Roll Call: Havens, Olney, Schnedler, Limkemann.  
All ayes, motion carried.
2. Resolution No. 2023-069 – A Resolution Approving the Appointment of a Planning and Zoning Commission Member for the City of Tiffin, Iowa. Motion to approve Resolution No. 2023-069 – A Resolution Approving the Appointment of a Planning and Zoning Commission Member for the City of Tiffin, Iowa by Olney.  
Second by Schnedler.  
Roll Call: Olney, Schnedler, Limkemann, Havens.

All ayes, motion carried.

3. Resolution No. 2023-070 – A Resolution Accepting the Warranty Deed of Auditor’s Parcel 2018083 at the intersection of Oakdale Boulevard and Ella Avenue. Motion to approve Resolution No. 2023-070 – A Resolution Accepting the Warranty Deed of Auditor’s Parcel 2018083 at the intersection of Oakdale Boulevard and Ella Avenue by Limkemann.

Second by Schnedler.

Roll Call: Schnedler, Limkemann, Havens, Olney.

All ayes, motion carried.

4. Resolution No. 2023-071 – A Resolution Accepting the Warranty Deed of Lot C, Woodfield Ridge – Part 6, at the intersection of Croell Avenue and Ironwood Lane. Motion to approve Resolution No. 2023-071 – A Resolution Accepting the Warranty Deed of Lot C, Woodfield Ridge – Part 6, at the intersection of Croell Avenue and Ironwood Lane by Limkemann.

Second by Havens.

Roll Call: Schnedler, Limkemann, Havens, Olney.

All ayes, motion carried.

## **J. Old Business**

- 1.

## **K. Motions for Approval**

1. Consideration of Payables List – Motion to approve by Schnedler.  
Second by Havens.  
All ayes, motion carried.
2. Consideration of Special Events Application – Girls on the Run 5K, Christina Hamarstrom –  
Motion to approve by Olney.  
Second by Schnedler.  
All ayes, motion carried.
3. Discussion and Consideration of Purchase of Radar Speed Signs for Croell Avenue and Council  
Action as Needed. Motion to approve by Limkemann.  
Second by Havens.  
All ayes, motion carried.
4. Discussion and Consideration of Purchase of Vehicle for the Building Department and Council  
Action as Needed. Motion to approve by Limkemann.  
Second by Havens.  
All ayes, motion carried.
5. Discussion and Consideration of Purchase of Fire Reporting Management Software for the Tiffin  
Fire Department and Council Action as Needed. Motion to approve the quote from FirstDue by  
Havens.  
Second by Limkemann.  
All ayes, motion carried.
6. Discussion and Consideration of Purchase of Sponsorship Sign for the Tiffin Soccer Fields and  
Council Action as Needed. Motion to approve by Limkemann.  
Second by Schnedler.  
All ayes, motion carried.
7. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code  
Chapter 21.5(1)(C) to discuss strategy with counsel in matters that are presently in litigation or  
where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the  
position of the governmental body in that litigation by Limkemann.  
Second by Schnedler.  
Roll Call: Olney, Havens, Schnedler, Limkemann.

Motion to adjourn from Closed Session into Regular Session by Havens.

Second by Schnedler.

Roll Call: Havens, Schnedler, Limkemann, Olney.

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

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

**M. Reports from City Personnel**

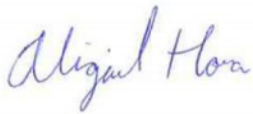
1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Limkemann would like Council Person Orris to look into a Clean Up Day along Clear Creek trail possibly in April for Earth Day.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - 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 reported a special meeting will be held on October 24<sup>th</sup> at 6:30 PM. The City has an opportunity to receive two Herky on Parade statues. Doug will be sending out more information on this at a later date.

**N. Adjournment**

Motion to adjourn by Schnedler.

Second by Olney.

All ayes, meeting adjourned at 8:08 PM.



*October 25th, 2023*

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*Abigail Hora, City Clerk*