

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: November 7, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: November 3, 2023 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Al Havens – Mayor Pro-Tem	City Attorney:	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, November 7, 2023, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 5:33 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. Departmental Tour of the Water Plant

Motion to temporarily adjourn and travel to Water Plant by Schnedler.

Second by Limkemann.

All ayes, meeting temporarily adjourned at 5:33 PM.

Motion to return from temporary adjournment at the Water Plant by Schnedler.

Second by Orris.

All ayes, meeting resumed at 5:39 PM.

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

Second by Orris.

All ayes, meeting temporarily adjourned at 6:18 PM.

Motion to resume Work Session by Limkemann.

Second by Schnedler.

All ayes, meeting resumed at 6:25 PM.

D. Discussion and Review of Law Enforcement Contract with Johnson County Sheriff's Department

Discussion: Sheriff Kunkel presented a revised contract with some of the changes that City Council requested. The first two years of the contract would be unchanged. FY 26/27, FY 27/28 and FY 28/29 would remain at 252 hours weekly. This will be on the November 21st agenda for approval.

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 Limkemann.

All ayes, meeting adjourned at 7:01 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, November 7, 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 agenda by Olney.

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 Special City Council Minutes

3. Approval of Summary of Receipts Report

Motion to approve Consent Agenda which includes City Council Minutes, Special City Council Minutes and Summary of Receipts by Orris.

Second by Schnedler.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1. Public Hearing on Ordinance No. 2023-506 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Daytona Estates from Estate Family (R-1E) to a Planned Development Overlay Concept and Site District/Two Family Residential District (R-2/OPD) in the City of Tiffin, Iowa, Johnson County, Iowa, and as Legally Described herein

a. Close Public Hearing and Proceed to H-1

Motion to open Public Hearing on Ordinance No. 2023-506 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Daytona Estates from Estate Family (R-1E) to a Planned Development Overlay Concept and Site District/Two Family Residential District (R-2/OPD) in the City of Tiffin, Iowa, Johnson County, Iowa, and as Legally Described herein by Havens.

Second by Limkemann.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2023-506 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Daytona Estates from Estate Family (R-1E) to a Planned Development Overlay Concept and Site District/Two Family Residential District (R-2/OPD) in the City of Tiffin, Iowa, Johnson County, Iowa, and as Legally Described herein by Limkemann.

Second by Orris.

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

All ayes, motion carried.

2. Public Hearing on Ordinance No. 2023-507 – An Ordinance Amending the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations, Subsection 5.05, Regarding Special Fences, Swimming Pools
 - a. Close Public Hearing and Proceed to H-2
 Motion to open Public Hearing on Ordinance No. 2023-507 – An Ordinance Amending the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations, Subsection 5.05, Regarding Special Fences, Swimming Pools by Orris.
 Second by Schnedler.
 Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.
 Discussion: Nothing Received at City Hall.
 Motion to close Public Hearing on Ordinance No. 2023-507 – An Ordinance Amending the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations, Subsection 5.05, Regarding Special Fences, Swimming Pools by Orris.
 Second by Schnedler.
 Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.
 All ayes, motion carried.

H. Ordinance Approval/Amendment

1. Ordinance No. 2023-506 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Daytona Estates from Estate Family (R-1E) to a Planned Development Overlay Concept and Site District/Two Family Residential District (R-2/OPD) in the City of Tiffin, Iowa, Johnson County, Iowa, and as Legally Described herein
 - a. Motion to Approve First Reading and Proceed to Second Reading
 Motion to approve Ordinance No. 2023-506 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Daytona Estates from Estate Family (R-1E) to a Planned Development Overlay Concept and Site District/Two Family Residential District (R-2/OPD) in the City of Tiffin, Iowa, Johnson County, Iowa, and as Legally Described herein by Limkemann.
 Second by Havens.
 Roll Call: Olney, Schnedler, Limkemann, Orris, Havens.
 All ayes, first reading approved.
2. Ordinance No. 2023-507 – An Ordinance Amending the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations, Subsection 5.05, Regarding Special Fences, Swimming Pools
 - a. Motion to Approve First Reading and Proceed to Second Reading
 Motion to approve Ordinance No. 2023-507 – An Ordinance Amending the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations, Subsection 5.05, Regarding Special Fences, Swimming Pools by Schnedler.
 Second by Havens.
 Roll Call: Havens, Olney, Orris, Schnedler, Limkemann.
 All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution No. 2023-073 – A Resolution Setting the Salaries for the Appointed Officers and Employees of the City of Tiffin, Iowa. Motion to approve Resolution No. 2023-073 – A Resolution Setting the Salaries for the Appointed Officers and Employees of the City of Tiffin, Iowa by Limkemann.
 Second by Olney.
 Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.
 All ayes, motion carried.
2. Resolution No. 2023-074 – A Resolution Removing Portions of West 3rd Street, Grant Street and East and West 2nd Street from the City of Tiffin Trail System with the completion of Trail Phase 7 and the Original Town Urbanization Project – Phase Two. Motion to approve Resolution No. 2023-074 – A Resolution Removing Portions of West 3rd Street, Grant Street and East and West

2nd Street from the City of Tiffin Trail System with the completion of Trail Phase 7 and the Original Town Urbanization Project – Phase Two by Havens.

Second by Olney.

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

All ayes, motion carried.

3. Resolution No. 2023-075 – A Resolution Setting the Date of December 19, 2023, for a Public Hearing on the Plans, Specifications, Form or Contract, Estimate of Costs and Authorizing Publication of Notices for the Original Town Urbanization Project – Phase Three and Opening of Bids on December 14, 2023. Motion to approve Resolution No. 2023-075 – A Resolution Setting the Date of December 19, 2023, for a Public Hearing on the Plans, Specifications, Form or Contract, Estimate of Costs and Authorizing Publication of Notices for the Original Town Urbanization Project – Phase Three and Opening of Bids on December 14, 2023 by Limkemann. Second by Schnedler.

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

All ayes, motion carried.

4. Resolution No. 2023-076 – A Resolution Setting the Date of December 5, 2023, for a Public Hearing on the Plans, Specifications, Form or Contract, Estimate of Costs and Authorizing Publication of Notices for the Sidewalk Connection to Soccer Fields Project and Opening of Bids on November 30, 2023. Motion to approve Resolution No. 2023-076 – A Resolution Setting the Date of December 5, 2023, for a Public Hearing on the Plans, Specifications, Form or Contract, Estimate of Costs and Authorizing Publication of Notices for the Sidewalk Connection to Soccer Fields Project and Opening of Bids on November 30, 2023 by Schnedler.

Second by Havens.

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

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 One-time Water and Sewer Adjustment at 605 Doe Avenue and Council Action as Needed. Motion to approve by Limkemann. Second by Orris. All ayes, motion carried.
3. Discussion and Consideration of Purchase of New/Additional Tables and Chairs for the City Council Chambers and Council Action as Needed. Motion to purchase chairs by Limkemann. Second by Orris. All ayes, motion carried.
4. Discussion and Consideration of Herky on Parade Sponsorship and Council Action as Needed. Motion to approve purchase option B and splitting the cost with the Tiffin Community Fund by Havens. 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.

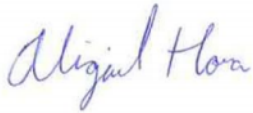
2. City Council Reports – Discussion: Council Person Limkemann reported the Fire Department was not awarded the grant from the Riverboat Foundation. Council Person Schnedler would like to have more conversations on economic development during budget discussions.
3. Director of Public Work’s Report – Director of Public Works Brian Detert gave an update that the lights at the dog park have been installed and they are operational. The electrical that is being ran to Deerview Park is completed and the AED at this location should be installed soon.
4. Building Official’s Report – Nothing to Report.
5. Recreation Director’s Report – Recreation Director Frank Haege reported youth basketball will be starting soon. Tiffin Recreation won the Commissioner Cup over two other communities for the Supreme NFL Flag Football 2023 Season.
6. City Engineer’s Report – Written Report in Packet.
7. City Attorney’s Report – City Attorney Crystal Raiber reported that dog case has been dismissed.
8. City Administrator’s Report - City Administrator Doug Boldt reviewed his report.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 7:46 PM.



November 8th, 2023

Abigail Hora, City Clerk