

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: November 21, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: November 17, 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 21, 2023, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 5:35 PM. Upon roll being called the following members were present: Al Havens, Chris Olney, Eric Schnedler present via Microsoft Teams, Skylar Limkemann, Tim Orris. Others present City Administrator Doug Boldt present via Microsoft Teams and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Orris.

Second by Havens.

All ayes, agenda approved.

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

Discussion: Sheriff Brad Kunkel discussed the revised law enforcement contract with Council and City Attorney. During the work session, a few different versions were presented and discussed with a final version with all the changes and additions to Council, Sheriff Kunkel and City Attorney.

D. Discussion of City Logo Redesign and Branding Identity Proposal

Discussion: Katie Reierson of Riverside Writing and Lexi Gillian of Myliu Marketing were present to discuss the two branding options for the City. Council verbally agreed to the brand identity package but would like this as an action item on the next agenda for formal approval. Council would also like to move the timeline forward to April 1st.

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

F. Other Business

G. Adjournment

Motion to adjourn by Limkemann.

Second by Orris.

All ayes, meeting adjourned at 6:59 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 21, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:01 PM. Upon roll being called the following members were present: Chris Olney, Eric Schnedler present via Microsoft Teams, Al Havens, Skylar Limkemann, Tim Orris. Others present City Administrator Doug Boldt present via Microsoft Teams and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Orris.

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's/Treasurers Report

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts and Clerk/Treasurers Report by Orris.

Second by Olney.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

- 1.

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 Second Reading and Proceed to Third and Final 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: Havens, Orris, Olney, Schnedler, Limkemann.

All ayes, second 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 Second Reading and Proceed to Third and Final 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 Havens.

Second by Orris.

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

All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution No. 2023-077 – A Resolution Approving the Iowa Statewide Transportation Alternatives Program (TAP) Application. Motion to approve Resolution No. 2023-077 – A

Resolution Approving the Iowa Statewide Transportation Alternatives Program (TAP) Application by Orris.

Second by Limkemann.

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

All ayes, motion carried.

2. Resolution No. 2023-078 – A Resolution to Fix the date of December 19, 2023, for a Public Hearing on a Proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow Money thereunder in the Principal Amount not to exceed \$143,774. Motion to approve Resolution No. 2023-078 – A Resolution to Fix the date of December 19, 2023, for a Public Hearing on a Proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow Money thereunder in the Principal Amount not to exceed \$143,774 by Olney.

Second by Orris.

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

All ayes, motion carried.

3. Resolution No. 2023-079 – A Resolution Approving the Preliminary Plat of Prairie Heights, Tiffin, Iowa. Motion to approve by Havens.

Second by Limkemann.

Roll Call: Limkemann, Havens, Orris, Olney, 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 Special Events Application – Friday Night Main Event, Rodeo and Concert and Council Action as Needed. Motion to approve by Limkemann.

Ayes: Schnedler.

Roll Call Ayes: Schnedler, Limkemann, Orris.

Nays: Olney, Havens.

Three Ayes, motion carried.

3. Discussion and Consideration of Appropriating Annual TIF Debt Certification and Council Action as Needed. Motion to approve by Olney.

Second by Schnedler.

All ayes, motion carried.

4. Discussion and Consideration of Annual Urban Renewal Report for FY 2022-2023 and Council Action as Needed. Motion to approve by Limkemann.

Second by Orris.

All ayes, motion carried.

5. Discussion and Consideration of Proposal from Hinson Consulting to Update the 2019 Compensation Study and Council Action as Needed. Motion to approve by Limkemann.

Second by Havens.

All ayes, motion carried.

6. Discussion and Consideration of Johnson County Law Enforcement 28E Agreement through FY 2028/2029 and Council Action as Needed. Motion to approve as updated in the Council Packet by Limkemann.

Second by Orris.

All ayes, motion carried.

L. Reports to be Received/Filed

1. October Johnson County Sheriff's Report
2. Monthly Departmental Budget Reports
3. Annual Financial Report FY 2023

M. Reports from City Personnel


1. Mayor's Report – Discussion: Mayor Berner reported the MPO is working through their budget and Tiffin's share is \$7,305. Resolution on Iowa Clean Air for federal dollars was approved. 380 Express funding is being funded until June 2026.
2. City Council Reports – Discussion: Council Person Limkemann 2023 Volunteer Fire Assistance Grant. Council Person Olney thanked Brian Detert for the lights at the dog park. Fire Department has had 536 calls to date.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Discussion: Building Official Brian Shay reported PinSeekers is officially open.
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 – Written Report in Packet.

N. Adjournment

Motion to adjourn by Limkemann.

Second by Olney.

All ayes, meeting adjourned at 7:26 PM.



November 30th, 2023

Abigail Hora, City Clerk