

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: December 19, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: December 15, 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, December 19, 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, 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 Olney.
Second by Schnedler.
All ayes, agenda approved.

C. Discussion and Review of Economic Development Strategies, Data and Demonstration from Placer.ai and Retail Strategies

Discussion: Tiffany Huber with Placer.ai gave a presentation on their software. John Tiedt with Retail Strategies gave a presentation on their services.

D. Discussion and Update on Highway 6/Kimberlite Connection, Signalization and Expansion

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 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, December 19, 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, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Havens.
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 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 Olney.

Second by Orris.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1. Proclamation of Recognition for Mayor Steven L. Berner

G. Public Hearing

1. Public Hearing on Plans, Specifications, Form of Contract, Estimate of Costs for the Original Town Urbanization Project – Phase Three

- a. Close Public Hearing and Proceed to I-1

Motion to open Public Hearing on Plans, Specifications, Form of Contract, Estimate of Costs for the Original Town Urbanization Project – Phase Three by Havens.

Second by Orris.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Plans, Specifications, Form of Contract, Estimate of Costs for the Original Town Urbanization Project – Phase Three by Orris.

Second by Schnedler.

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

All ayes, motion carried.

2. Public Hearing on Proposal to enter into a Water Revenue Loan and Disbursement Agreement
- a. Close Public Hearing and Proceed to I-3

Motion to open Public Hearing on Proposal to enter into a Water Revenue Loan and Disbursement Agreement by Limkemann.

Second by Orris.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Proposal to enter into a Water Revenue Loan and Disbursement Agreement by Olney.

Second by Orris.

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

All ayes, motion carried.

H. Ordinance Approval/Amendment

- 1.

I. Resolutions for Approval

1. Resolution No. 2023-083 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate Costs for the Original Town Urbanization Project – Phase Three. Motion to approve Resolution No. 2023-083 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate Costs for the Original Town Urbanization Project – Phase Three by Limkemann.

Second by Orris.

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

All ayes, motion carried.

2. Resolution No. 2023-084 – A Resolution to Award the Bid for the Original Town Urbanization Project – Phase Three. Motion to approve Resolution No. 2023-084 – A Resolution to Award the Bid for the Original Town Urbanization Project – Phase Three by Limkemann.
Second by Schnedler.
Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.
All ayes, motion carried.
3. Resolution No. 2023-085 – A Resolution taking Additional Action with respect to a Water Revenue Loan and Disbursement Agreement and Authorizing, Approving and Securing the Payment of a \$143,774 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement). Motion to approve Resolution No. 2023-085 – A Resolution taking Addition Action with respect to a Water Revenue Loan and Disbursement Agreement and Authorizing, Approving and Securing the Payment of a \$143,774 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement) by Limkemann.
Second by Schnedler.
Roll Call: Havens, Olney, Orris, Schnedler, Limkemann.
All ayes, motion carried.
4. Resolution No. 2023-86 – A Resolution Approving the Preliminary Plat of Daytona Estates. Motion to approve Resolution No. 2023-86 – A Resolution Approving the Preliminary Plat of Daytona Estates by Orris.
Second by Olney.
Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.
All ayes, motion carried.

J. Old Business

1. Resolution No. 2023-082 – A Resolution Approving a Developer’s Agreement with Iowa Development Group, Inc. regarding Daytona Estates, a Planned Development Overlay (OPD) Concept and Site District, Tiffin, Iowa. Motion to approve Resolution No. 2023-082 – A Resolution Approving a Developer’s Agreement with Iowa Development Group, Inc. regarding Daytona Estates, a Planned Development Overlay (OPD) Concept and Site District, Tiffin, Iowa by Havens.
Second by Orris.
Roll Call: Orris, Schnedler, Limkemann, Havens, Olney.
All ayes, motion carried.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Orris.
Second by Olney.
All ayes, motion carried.
2. Consideration of Pay Estimate #1 – Boomerang Corporation, Potter Creek Interceptor Sewer Project – Motion to approve by Havens.
Second by Orris.
All ayes, motion carried.
3. Discussion and Consideration of Professional Services Agreement Proposal from MSA Professional Services, Inc., for the Reverse Osmosis Water Treatment Plant Design and Council Action as Needed. Motion to approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.
4. 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 Orris.

Second by Olney.

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

All ayes, motion carried.

Motion to Adjourn from Closed Session into Regular Session by Schnedler.

Second by Orris.

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

All ayes, motion carried.

L. Reports to be Received/Filed

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

M. Reports from City Personnel

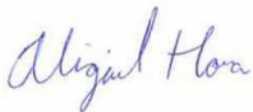
1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Olney thanked Public Works for putting up the holiday lights and way finder signs. Council thanked Mayor Berner for his service to our City.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Nothing to Report.
5. Recreation Director's Report - Nothing to Report.
6. Fire Chief's Report – Discussion: Chief Hill will have an update at the next meeting.
7. City Engineer's Report - Nothing to Report.
8. City Attorney's Report - Nothing to Report.
9. City Administrator's Report – Discussion: City Administrator Doug Boldt reported that the City submitted a special census request along with the City of North Liberty. He also thanked Mayor Berner for his service.

N. Adjournment

Motion to adjourn by Orris.

Second by Limkemann.

All ayes, meeting adjourned at 8:06 PM.



December 20th, 2023

Abigail Hora, City Clerk