

City of Tiffin, Iowa

Meeting: Tiffin Regular City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: December 17, 2019 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: December 13, 2019 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Jim Bartels	City Attorney:	Robert Michael/Crystal Raiber
Council At Large:	Al Havens	Interim City Clerk:	Abigail Hora
Council At Large:	Eric Schnedler	D. of Public Works:	Brett Mehmen
Council At Large:	Mike Ryan	City Engineer:	Hart-Frederick
Council At Large:	Peggy Upton		

Work Session – Call to Order – 6:00 PM

A. Roll Call

B. The City of Tiffin City Council held a work session Tuesday, December 17th, 2019 at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:03 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Peggy Upton, Mike Ryan. Others present City Administrator Doug Boldt, Interim City Clerk Abigail Hora, City Engineer Ben Carhoff and others present.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler
Second by Bartels
All ayes, agenda approved.

D. Discussion of Little Free Libraries within the City of Tiffin – Daisy Girl Scout Troop 3156

Discussion: Take action project in Tiffin, the troops will put two free libraries around Tiffin.

E. Discussion and Review of the Capital Improvements Plan

Discussion: Mike Ryan arrives at 6:09 PM. Doug will update CIP with the direction Council has given.

F. Discussion and Direction of the Property located at 3235 Ireland Avenue – Annexation and Zoning – Chad Payne, Half Moon Kennels

Discussion: Chad Payne of Half Moon Kennels presents annexation

G. Discussion of Speed Limit on Oakdale Boulevard

Discussion: Setting a Public Hearing at the next meeting.

H. Questions from Council Members regarding items on the Regular City Council Agenda

I. Other Business

J. Adjournment

Motion to adjourn by Ryan
Second by Schnedler
All ayes, meeting adjourned at 7:03 PM

A. Council Meeting – Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, December 17th, 2019 at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:03 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Peggy Upton, Mike Ryan.

Others present City Administrator Doug Boldt, Interim City Clerk Abigail Hora, City Engineer Ben Carhoff and others present.

C. Agenda Additions/Agenda Approval

- a. Swearing-in of Newly Elected Officials, Councilperson Christine Olney and Councilperson Rodney Walls and of Re-elected Officials, Mayor Steven Berner

Motion to approve agenda by Bartels

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 Clerk/Treasurer's Report

Motion to approve consent agenda which includes Council Minutes and Clerk/Treasurer's Report by Upton

Second by Havens

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Ordinance No. 2019-465 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 75, All-Terrain Vehicles and Snowmobiles, Sections 75.04(6)

- a. Close Public Hearing and Proceed to H-3

Motion to open the Public Hearing on Ordinance No. 2019-465 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 75, All-Terrain Vehicles and Snowmobiles, Sections 75.04(6) by Upton

Second by Ryan

Roll Call: Havens, Bartels, Upton, Ryan, Schnedler

Discussion: Nothing Received at City Hall

Motion to close Public Hearing by Upton

Second by Ryan

Roll Call: Bartels, Upton, Ryan, Schnedler, Havens

H. Ordinance Approval/Amendment

1. Ordinance No. 2019-463 – An Ordinance Rezoning Lot 3, Park Place City Center Part One, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Park Place City Center Part One, Tiffin, Iowa

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2019-463 – An Ordinance Rezoning Lot 3, Park Place City Center Part One, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Park Place City Center Part One, Tiffin, Iowa by Havens

Second by Ryan

Roll Call: Ryan, Schnedler, Havens, Bartels, Upton

All ayes, third and final reading approved.

2. Ordinance No. 2019-464 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 91, Water Meters, Sections 91.06 and 91.09
 - a. Motion to Approve Second Reading
 Motion to approve Ordinance No. 2019-464 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 91, Water Meters, Sections 91.06 and 91.09 by Upton
 Second by Ryan
 Roll Call: Schnedler, Havens, Bartels, Upton, Ryan
 All ayes, 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 by Schnedler
 Second by Bartels
 All ayes, motion carried.
 - c. Motion to Approve Third and Final Reading
 Motion to approve Ordinance No. 2019-464 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 91, Water Meters, Sections 91.06 and 91.09 by Ryan
 Second by Upton
 Roll Call: Havens, Bartels, Upton, Ryan, Schnedler
 All ayes, third and final reading approved.

3. Ordinance No. 2019-465 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 75, All-Terrain Vehicles and Snowmobiles, Sections 74.04(6)
 - a. Motion to Approve First Reading and Proceed to Second Reading
 Motion to approve Ordinance No. 2019-465 – An Ordinance Amending the Municipal Code of Tiffin, Chapter 75, All-Terrain Vehicles and Snowmobiles, Sections 74.04(6) by Ryan
 Second by Schnedler
 Roll Call: Upton, Ryan, Schnedler, Havens, Bartels
 All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution 2019-126 – A Resolution Setting the Date for a Public Hearing to Approve the Updating of the City of Tiffin’s Capital Improvements Plan. Motion to approve Resolution 2019-126 – A Resolution Setting the Date for a Public Hearing to Approve the Updating of the City of Tiffin’s Capital Improvements Plan by Bartels
 Second by Havens
 Roll Call: Ryan, Schnedler, Havens, Bartels, Upton
 All ayes, motion carried.

2. Resolution 2019-127 – A Resolution Setting the Date for a Public Hearing to Rezone 3287 Ireland Avenue NW from R-1E to M-2, in the City of Tiffin, Iowa. Motion to approve Resolution 2019-127 – A Resolution Setting the Date for a Public Hearing to Rezone 3287 Ireland Avenue NW from R-1E to M-2, in the City of Tiffin, Iowa by Havens
 Second by Schnedler
 Roll Call: Schnedler, Havens, Bartels, Upton, Ryan
 All ayes, motion carried.

3. Resolution 2019-128 – A Resolution Setting the Date for a Public Hearing for Grove Park as a Planned Development Overlay Concept, Site District and Rezoning. Motion to approve Resolution 2019-128 – A Resolution Setting the Date for a Public Hearing for Grove Park as a Planned Development Overlay Concept, Site District and Rezoning by Havens
 Second by Bartels
 Roll Call: Havens, Bartels, Upton, Ryan, Schnedler
 All ayes, motion carried.

4. Resolution 2019-129 – A Resolution Approving the Local Match for the Hazard Mitigation Grant Program. Motion to approve Resolution 2019-129 – A Resolution Approving the Local Match for the Hazard Mitigation Grant Program by Schnedler
Second by Ryan
Roll Call: Bartels, Upton, Ryan, Schnedler, Havens
All ayes, motion carried.
5. Resolution 2019-130 – A Resolution Approving a Developer’s Agreement with Andersen Development Inc. Regarding Park Place City Center Part One – Phase Two, Planned Development Overlay (OPD) Site District, Tiffin, Iowa. Motion to approve Resolution 2019-130 – A Resolution Approving a Developer’s Agreement with Andersen Development Inc. Regarding Park Place City Center Part One – Phase Two, Planned Development Overlay (OPD) Site District, Tiffin, Iowa by Havens
Second by Ryan
Roll Call: Upton, Ryan, Schnedler, Havens, Bartels
All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Havens
Second by Bartels
All ayes, motion carried.
2. Consideration of Pay Estimate #20 – Portzen Construction, Wastewater Treatment Plant Expansion Project – Motion to Approve by Bartels
Second by Schnedler
All ayes, motion carried.
3. Consideration of Pay Estimate #6 – Rathje Construction, Roundabout Project – Motion to Approve by Havens
Second by Ryan
All ayes, motion carried.

L. Reports to be Received/Filed

1. November Johnson County Sheriff’s Activity Report

M. Reports from City Personnel

1. Mayor’s Report – Discussion: Jan 8th, update Library 28E agreement
2. City Council Reports – Discussion: Emergency Management meeting reviewed the budget. N Park Rd & Forevergreen needs light poles.
3. Director of Public Work’s Report – Nothing to Report
4. Building Official’s Report – Nothing to Report
5. City Engineer’s Report – Discussion: Price Electric present and the light poles are vertical. Cabinet is not here; pad poured this week.
6. City Attorney’s Report – Nothing to Report
7. City Administrator’s Report – Change in Joint Meeting with CCA to January 8th.

N. Adjournment

Motion to adjourn by Ryan
Second by Upton
All ayes, meeting adjourned at 7:54 PM

Abigail Hora

Abigail Hora, City Clerk

December 17, 2019