

City of Tiffin, Iowa

Meeting:	Tiffin Regular City Council Meeting
Place:	Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time:	March 5, 2019 – 7:00 PM
Web Page:	www.tiffin-iowa.org
Posted:	March 1, 2019 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Jim Bartels	City Attorney:	Robert Michael
Council At Large:	Al Havens	City Clerk:	Ashley Platz
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 – 5:45 PM

A. Roll Call

The Tiffin City Council held a regular scheduled Work Session at the City Hall Council Chambers on March 5, 2019. Mayor Steven Berner called to order at 5:46 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Mike Ryan and Peggy Upton. Other present City Administrator Doug Boldt, City Attorney Bob Michael, City Clerk Ashley Platz, City Engineer Ben Carhoff and other.

B. Agenda Additions/Agenda Approval

Motion to approve the agenda by Bartels.
Second by Ryan.
All ayes, motion carried.

C. Discussion and Consideration of Trap-Neuter-Vaccinate-Return (TNVR) Information – Charisma Tandy & Joe Borntreger

Community Cats League – Jo Borntreger and Charisma Tandy talked about free roaming cats who are cared for by multiple community members. Requesting Tiffin to participate in a Trap-Neuter-Vaccinate-Return program to help curb the stray cat population.

D. Discussion and Review of Andersen Addition Developer’s Agreement

Developer Scott Anderson – Present. City Attorney & City Administrator discussed the changes to the Developer’s Agreement with Council.

E. FY 2019-2020 Budget Presentation

City Administrator Doug Boldt, presented the FY 2019-2020 Budget and all the breakdowns.

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

G. Other Business

H. Adjournment

Ryan, 2nd Havens – 7:00 PM

Council Meeting

A. Call to Order – 7:00 PM

B. Roll Call

The Tiffin City Council held a Regular Session at the City Hall Council Chambers on March 5, 2019. Mayor Steven Berner called to order at 7:02 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Mike Ryan and Peggy Upton. Other present City Administrator Doug Boldt, City Attorney Bob Michael, City Clerk Ashley Platz, City Engineer Ben Carhoff and other.

C. Agenda Additions/Agenda Approval

Motion to approve the agenda by Havens.

Second by Ryan.

All ayes, motion carried.

D. Communications and Reports

Johnson County Deputy: Deputy Adolph - Nothing to report.

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**

Motion to approve Consent Agenda by Ryan.

Second by Schnedler.

All ayes, motion carried.

F. Mayoral Proclamation

1. City of Tiffin Proclamation for International Women's Day/Women's History Month

G. Public Hearing

1. Public Hearing for Ordinance No. 2019-450 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service

a. Close Public Hearing and Proceed to H-3

Motion to open Public Hearing for Ordinance No. 2019-450 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service by Bartels.

Second by Upton.

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried. Opened at 7:06 PM

Discussion: Nothing received at City Hall and no public present.

Motion to Close the Public Hearing by Upton.

Second by Bartels.

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried. Closed at 7:06 PM

2. Public Hearing for Ordinance No. 2019-451 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 95.6 of Chapter 95, Service Outside the City

a. Close Public Hearing and Proceed to H-4

Motion to open Public Hearing for Ordinance No. 2019-451 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 95.6 of Chapter 95, Service Outside the City by Schnedler.

Second by Upton.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried. Opened at 7:09 PM

Discussion: Nothing received at City Hall and no public present.

Motion to Close the Public Hearing by Upton.

Second by Ryan.

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried. Closed at 7:09 PM

3. Public Hearing for Ordinance No. 2019-452 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 99.06 of Chapter 99, Charges Based on Usage

a. Close Public Hearing and Proceed to H-5

Motion to open Public Hearing for Ordinance No. 2019-452 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 99.06 of Chapter 99, Charges Based on Usage by Schnedler.

Second by Bartels.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried. Opened at 7:10 PM

Discussion: Nothing received at City Hall and no public present.

Motion to Close the Public Hearing by Ryan.

Second by Schnedler.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried. Closed at 7:11 PM

4. Public Hearing for Ordinance No. 2019-453 – An Ordinance Rezoning a Portion of Lots 9 and 10, Park Place City Center – Part One from Community Business District (C-2B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B), Tiffin, Iowa
 - a. Close Public Hearing and Proceed to H-6

Motion to open Public Hearing for Ordinance No. 2019-453 – An Ordinance Rezoning a Portion of Lots 9 and 10, Park Place City Center – Part One from Community Business District (C-2B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B), Tiffin, Iowa by Bartels.

Second by Upton.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried. Opened at 7:12 PM

Discussion: Nothing received at City Hall and no public present.

Motion to Close the Public Hearing by Upton.

Second by Ryan.

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried. Closed at 7:13 PM
5. Public Hearing for Ordinance No. 2019-454 – An Ordinance Rezoning Aster Village, Tiffin, Iowa, from Multi-Family 12-Plex Residential District (R-12) to a Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) for Aster Village, Tiffin, Iowa
 - a. Close Public Hearing and Proceed to H-7

Motion to open Public Hearing for Ordinance No. 2019-454 – An Ordinance Rezoning Aster Village, Tiffin, Iowa, from Multi-Family 12-Plex Residential District (R-12) to a Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) for Aster Village, Tiffin, Iowa by Schnedler.

Second by Havens.

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried. Opened at 7:15 PM

Discussion: Nothing received at City Hall and no public present.

Motion to Close the Public Hearing by Ryan.

Second by Schnedler.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried. Closed at 7:15 PM
6. Public Hearing on FY 2019-2020 Proposed Budget
 - a. Close Public Hearing and Proceed to I-2

Motion to open Public Hearing for FY 2019-2020 Proposed Budget by Upton.

Second by Ryan.

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried. Opened at 7:19 PM

Discussion: Nothing received at City Hall and no public present.

Motion to Close the Public Hearing by Schnedler.

Second by Bartels.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried. Closed at 7:20 PM

H. Ordinance Approval/Amendment

1. Ordinance No. 2019-431 – An Ordinance Rezoning Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa
 - a. Motion to Approve Second Reading and Proceed to Third Reading

Motion to approve Ordinance 2019-431 – An Ordinance Rezoning Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa by Havens.

Second by Ryan.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, second reading approved.

2. Ordinance No. 2019-432 – An Ordinance Rezoning Lot 1, Park Place City Center, 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, Tiffin, Iowa
 - a. Motion to Approve Second Reading and Proceed to Third ReadingMotion to approve Ordinance No. 2019-432 – An Ordinance Rezoning Lot 1, Park Place City Center, 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, Tiffin, Iowa by Havens.
Second by Schnedler.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, second reading approved.
3. Ordinance No. 2019-450 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service
 - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance 2019-450 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service by Schnedler.
Second by Ryan.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, first reading approved.
4. Ordinance No. 2019-451 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 95.6 of Chapter 95, Service Outside the City
 - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2019-451 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 95.6 of Chapter 95, Service Outside the City by Ryan.
Second by Havens.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, first reading approved.
5. Ordinance No. 2019-452 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 99.06 of Chapter 99, Charges Based on Usage
 - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2019-452 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 99.06 of Chapter 99, Charges Based on Usage by Havens.
Second by Ryan.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, first reading approved.
6. Ordinance No. 2019-453 – An Ordinance Rezoning a Portion of Lots 9 and 10, Park Place City Center – Part One from Community Business District (C-2B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B), Tiffin, Iowa
 - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2019-453 – An Ordinance Rezoning a Portion of Lots 9 and 10, Park Place City Center – Part One from Community Business District (C-2B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B), Tiffin, Iowa by Ryan.
Second by Schnedler.
Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, first reading approved.
7. Ordinance No. 2019-454 – An Ordinance Rezoning Aster Village, Tiffin, Iowa, from Multi-Family 12-Plex Residential District (R-12) to a Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) for Aster Village, Tiffin, Iowa
 - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to Ordinance No. 2019-454 – An Ordinance Rezoning Aster Village, Tiffin, Iowa, from Multi-Family 12-Plex Residential District (R-12) to a Planned Development Overlay Concept and Site

District/Multi-Family 12-Plex Residential District (OPD/R-12) for Aster Village, Tiffin, Iowa by Havens.

Second by Ryan.

Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution 2019-019 – A Resolution Naming Depositories for City Funds and Approving City’s Investment Policy
Mayor Steven Berner recused self. Mayor Pro-Tem Mike Ryan called for a motion.
Motion to approve Resolution 2019-019 – A Resolution Naming Depositories for City Funds and Approving City’s Investment Policy by Havens.
Second by Schnedler.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried.
2. Resolution 2019-020 – A Resolution Approving the City of Tiffin Fiscal Year 2019-2020 Annual Budget
Motion to approve Resolution 2019-020 – A Resolution Approving the City of Tiffin Fiscal Year 2019-2020 Annual Budget by Bartels.
Second by Upton.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried.
3. Resolution 2019-021 – A Resolution Resetting the Dates for the Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost, Opening of Bids and Authorizing Publication of Notices for the 2019 Interstate 380 Box Culvert and Grading Project
Motion to approve Resolution 2019-021 – A Resolution Resetting the Dates for the Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost, Opening of Bids and Authorizing Publication of Notices for the 2019 Interstate 380 Box Culvert and Grading Project by Bartels.
Second by Ryan.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried.
4. Resolution 2019-022 – A Resolution to Award Bid for the STP-A-006-7(90)--22-52 Project – Tiffin Roundabout Project
Motion to approve 2019-022 – A Resolution to Award Bid for the STP-A-006-7(90)--22-52 Project – Tiffin Roundabout Project by Ryan.
Second by Havens.
Roll Call: Ryan, Schnedler, Bartels, Upton, Havens. All ayes, motion carried.
5. Resolution 2019-023 – Resolution Approving the Preliminary Plat of Prairie Village – Part 2, a Subdivision to Tiffin, Iowa
Developer Matt Adam, presented the preliminary plat and explained the outlots that will be for future development. Developer explained that he wants to install the 8’ trail but wants to wait until the Outlot E develops and the lots to the west. Once developed then the trail can be installed. Outlot D is not meeting the green space requirement but is willing to pay for the 8’ trail between lots 11 & 12 to connect to the trail to fulfill the green space requirement. This will be installed when trail is installed and not stub it off if nothing is around. Council discussed options to ensure the developer installs the 8’ trail.
Provide the City an easement over the sewer easement for the Trail in Outlot E, trail could potentially moved to the west.
Motion to TABLE Resolution 2019-023 & 2019-024 by Havens.
Second by Bartels. All ayes, motion carried.
6. Resolution 2019-024 – Resolution Authorizing the Entering into an Agreement with Prairie Village – Part 2, Tiffin, Iowa for a Developer’s Agreement
Motion to approve Resolution 2018-024 – Resolution Authorizing the Entering into an Agreement with Prairie Village – Part 2, Tiffin, Iowa for a Developer’s Agreement by

Second by

Roll Call: Ryan, Schnedler, Bartels, Upton Havens. All ayes, motion carried.

J. Old Business

1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Bartels.
Second by Havens.
Discussion: Tak9 – Drone Service questions. All ayes motion carried.
2. Consideration of Special Events Application – Kites for Kids Festival Motion to approve by Ryan.
Second by Upton. All ayes, motion carried.
3. Discussion and Consideration of Change Order #1 – Price Electric and Council Action as Needed
Motion to approve Change Order #1 – Price Electric subject to final plans by Havens.
Second by Schnedler.
All ayes, motion carried.
4. Discussion and Consideration of Change Order #2 – Price Electric and Council Action as Needed
Motion to approve Change Order #2 – Price Electric by Ryan.
Second by Schnedler.
All ayes, motion carried.
5. Discussion and Consideration of One-time Water and Sewer Adjustment for 722 Blue Jay Court and
Council Action as Needed
Motion to approve the One-time Water and Sewer Adjustment for 722 Blue Jay Court by Ryan.
Second by Bartels. All ayes, motion carried.

L. Reports to be Received/Filed

1.

M. Reports from City Personnel

1. Mayor's Report – Feb 6th MPOjc Meeting – assessment fees increased 4.5% which allowed them to add a staff member. ECICOG fee increased 2%.
2. City Council Reports – Railroad Crossing is horrible.
3. Director of Public Work's Report – Putting numbers together for boreline hose to help mitigate the electrolysis.
4. Building Official's Report – Permits are coming in and High Development will be submitting 52 permits.
5. City Engineer's Report – Ridgeway Heights are close to finalizing and will be close to submitting permits early spring. SRF parking lots are waiting for the ground to thaw for testing. Veith should begin April 1st as long as frost is out. Rathje begin May 20th with the Roundabout.
6. City Attorney's Report – Nothing to report.
7. City Administrator's Report – Presented Council with an Educational Brochure to stop illegal sump pump connections. Discussion on Windstream fiber lines and two 95ft poles.

N. Adjournment

Motion to adjourn by Ryan.

Second by Upton.

All ayes, meeting adjourned at 8:34 PM



Ashley Platz, City Clerk

March 5, 2019