

City of Tiffin, Iowa

Meeting: Tiffin Regular City Council Meeting
Place: Springmier Community Library – Tiffin Middle School, 311 West Marengo Road, Tiffin, Iowa 52340
Date/Time: June 2, 2020 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: May 29, 2020 (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 – Mayor Pro-Tem	City Clerk:	Abigail Hora
Council At Large:	Eric Schnedler	D. of Public Works:	Brett Mehmen
Council At Large:	Chris Olney		
Council At Large:	Rodney Walls		

Work Session - Call to Order – 6:00 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, June 2nd, 2020, at the Springmier Community Library. This was a meeting open to the public through the Iowa Open Meeting Law but due to the current public health emergency (Covid-19) most councilpersons were participating in the meeting electronically as allow by the Iowa Code, Chapter 21. Mayor Berner called the meeting to order at 6:00 PM. Upon roll being called the following members were present: Jim Bartels present via phone, Eric Schnedler, Christine Olney, Al Havens. Absent: Rodney Walls. Others present were City Administrator Doug Boldt, City Clerk Abigail Hora, Building Official Brian Shay and City Attorney Crystal Raiber (present via Microsoft Teams).

B. Agenda Additions/Agenda Approval

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

C. Discussion and Review of Proposed Public Works Facility and Process to Proceed

Discussion: Council is okay with City Staff proceeding with getting a bid packet together and get an engineer to review design.

D. Discussion of Fence Agreement at 729 Timber Ridge Court

Discussion: Council would like the trees and shrubs on private property on the inside of the fence instead of on City property.

E. Discussion of Madden Addition Addressing Issues Discussed at the Previous City Council Work Session

Discussion: Special committee met with developer and discussed four items: density, trees, sidewalks (accessibility to the trail system), traffic flow and safety. Density was compromised to get rid of southern 16, R-4 units to align with the comprehensive plan. Instead of all R-1C, that will be R-1B. R-1D to be changed to R-1C which makes a bigger lot and more square footage. Developer would like to keep as many trees as possible. No sidewalk along Park Road until the road is urbanized. Easement with a sidewalk will be on the east side of property. Traffic has been reduced by removing some R-4 units and the speed limit will be lowered on South Park Road. Streetlights will be placed once Park Road is urbanized.

Bev Vermace who lives at 400 South Park Road, John Soenen who lives at 20 Park Place and Shannon Prince who lives at 20 Gable Way also present to discuss additional concerns.

F. Discussion of Resuming Utility Shut-offs, Delinquent and Unpaid Utility Balances

Discussion: Council did not have time to discuss this item during the work session. This will be discussed during the regular session M-7.

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

H. Other Business

I. Adjournment

Motion to adjourn by Havens. Second by Olney. All ayes, meeting adjourned at 7:00 PM.

A. Regular Session - Call to Order – 7:00 PM – This meeting is open to the public through the Iowa Open Meeting Law but due to the current public health emergency (Covid-19) most councilpersons will be participating in the meeting electronically as allowed by the Iowa Code, Chapter 21.

B. Roll Call

The City of Tiffin City Council held a council meeting Tuesday, June 2nd, 2020, at the Springmier Community Library. This was a meeting open to the public through the Iowa Open Meeting Law but due to the current public health emergency (Covid-19) most councilpersons were participating in the meeting electronically as allow by the Iowa Code, Chapter 21. Mayor Berner called the meeting to order at 7:01 PM. Upon roll being called the following members were present: Jim Bartels present via phone, Eric Schnedler, Christine Olney, Al Havens. Absent: Rodney Walls. Others present were City Administrator Doug Boldt, City Clerk Abigail Hora, and City Attorney Crystal Raiber (present via Microsoft Teams).

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler. Second by Bartels. 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.

- **If anyone would like to make a comment or address the City Council but is unable to attend the Council Meeting, you can do so by telephone by calling 319-545-2572 ext. 0 at 7:00 p.m.**

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

Motion to approve consent agenda which includes City Council Minutes and Special City Council Minutes by Olney. Second by Havens. All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Proposed Resolution of Necessity for the Original Town Urbanization Project – Phase Two

- a. Close Public Hearing and Proceed to I-2, I-3 and I-4

Motion to open Public Hearing on Proposed Resolution of Necessity for the Original Town Urbanization Project – Phase Two by Havens. Second by Schnedler. Roll Call: Olney, Bartels, Schnedler, Havens. Discussion: Carrie Stratton lives at 203 W 2nd St had questions about stakes and markings in yard and had questions about trees in the yard. Rathje is planning to start August 1st. Todd Biles lives at 141 W 3rd St had questions about if 5-foot sidewalks are still required. Some areas in phase one were not able to have 5-foot sidewalks due to lack of right-of-way. Nothing Received at City Hall. Motion to close Public Hearing Public Hearing on Proposed Resolution of Necessity for the Original Town Urbanization Project – Phase Two by Havens. Second by Schnedler. Roll Call: Bartels, Schnedler, Havens, Olney.

2. Public Hearing on the Disposition of City Right-of-Way

- a. Close Public Hearing and Proceed to H-2, I-7

Motion to open Public Hearing on the Disposition of City Right-of-Way by Olney. Second by Schnedler. Roll Call: Schnedler, Havens, Olney, Bartels. Discussion: Nothing Received at City Hall. Motion to Close Public Hearing on the Disposition of City Right-of-Way by Schnedler. Second by Havens. Roll Call: Havens, Olney, Bartels, Schnedler.

H. Ordinance Approval/Amendment

1. Ordinance No. 2020-472 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 69, Parking Regulations, Section 69.07(17), to Prohibit Parking between the Lot Line and the Curb Line

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2020-472 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 69, Parking Regulations, Section 69.07(17), to Prohibit Parking between the Lot Line and the Curb Line by Olney. Second by Schnedler. Roll Call: Olney, Bartels, Schnedler, Havens. All ayes, third and final reading approved.

2. Ordinance No. 2020-473 – An Ordinance to Vacate a Portion of City Right-of-Way

- b. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2020-473 – An Ordinance to Vacate a Portion of City Right-of-Way by Havens. Second by Bartels. Roll Call: Bartels, Schnedler, Havens, Olney. All ayes, third and final reading approved.

I. Resolutions for Approval

1. Resolution 2020-043 – A Resolution Approving Additional No Parking on Croell Avenue from Highway 6 to Goldfinch Avenue. Motion to table Resolution 2020-043 – A Resolution Approving Additional No Parking on Croell Avenue from Highway 6 to Goldfinch Avenue by Schnedler. Second by Havens. All ayes, motion carried.

2. Resolution 2020-044 – A Resolution Amending the Proposed Resolution of Necessity for the Original Town Urbanization Project – Phase Two. Motion to approve Resolution 2020-044 – A Resolution Amending the Proposed Resolution of Necessity for the Original Town Urbanization Project – Phase Two by Havens. Second by Schnedler. Roll Call: Havens, Olney, Bartels, Schnedler. All ayes, motion carried. Motion to resend the approval of Resolution 2020-044 – A Resolution Amending the Proposed Resolution of Necessity for the Original Town Urbanization Project – Phase Two by Havens. Second by Schnedler. All ayes, motion approved.

3. Resolution 2020-045 – A Resolution of Necessity. Motion to approve Resolution 2020-045 – A Resolution of Necessity by Olney. Second by Bartels. Roll Call: Olney, Bartels, Schnedler, Havens. All ayes, motion carried.

4. Resolution 2020-046 – A Resolution Ratifying the Preparation of Detailed Plans, Specifications, Notice of Hearing, Notice to Bidders and Form of Contract for the Original Town Urbanization Project – Phase Two. Motion to approve Resolution 2020-046 – A Resolution Ratifying the Preparation of Detailed Plans, Specifications, Notice of Hearing, Notice to Bidders and Form of Contract for the Original Town Urbanization Project – Phase Two by Schnedler. Second by Havens. Roll Call: Bartels, Schnedler, Havens, Olney. All ayes, motion carried.

5. Resolution 2020-047 – A Resolution Finally Approving and Confirming the Plans, Specifications, Form of Contract and Estimate of Cost for the Original Town Urbanization Project – Phase Two. Motion to approve Resolution 2020-047 – A Resolution Finally Approving and Confirming the Plans, Specifications, Form of Contract and Estimate of Cost for the Original Town Urbanization Project – Phase Two by Havens. Second by Bartels. Roll Call: Schnedler, Havens, Olney, Bartels. All ayes, motion carried.

6. Resolution 2020-048 – A Resolution Awarding a Contract for the Original Town Urbanization Project – Phase Two. Motion to approve Rathje Construction and the base bid only Resolution 2020-048 – A Resolution Awarding a Contract for the Original Town Urbanization Project – Phase Two by Schnedler. Second by Olney. Roll Call: Havens, Olney, Bartels, Schnedler. All ayes, motion carried.

7. Resolution 2020-049 – A Resolution Approving the Disposition of City Right-of-Way. Motion to approve Resolution 2020-049 – A Resolution Approving the Disposition of City Right-of-Way by Schnedler. Second by Havens. Roll Call: Olney, Bartels, Schnedler, Havens. All ayes, motion carried.

J. Old Business

1. Resolution 2020-036 – A Resolution Approving the Collective Bargaining Agreement between the City of Tiffin, Iowa and the American Federation of State, County and Municipal Employees from July 1, 2020 through June 30, 2023. Motion to approve Resolution 2020-036 – A Resolution Approving the Collective Bargaining Agreement between the City of Tiffin, Iowa and the American Federation of State, County and Municipal Employees from July 1, 2020 through June 30, 2023 by Havens. Second by Bartels. Roll Call: Bartels, Schnedler, Havens, Olney. All ayes, motion carried.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Olney. Second by Bartels. All ayes, motion carried.
2. Consideration of Resignation of Rodney Walls from the Tiffin City Council – Motion to Approve by Bartels. Second by Schnedler. All ayes, motion carried.
3. Consideration of Pay Estimate #5 – Triple B Construction, Stormwater Rehabilitation Project – Motion to Approve by Havens. Second by Bartels. All ayes, motion carried.
4. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(j) for Potential Real Estate Purchase by Havens. Second by Schnedler. Roll Call: Schnedler, Havens, Olney, Bartels. Motion to adjourn from Closed Session into Regular Session by Schnedler. Second by Havens. Roll Call: Havens, Olney, Bartels, Schnedler. All ayes, motion carried.

L. Reports to be Received/Filed

- 1.

M. Reports from City Personnel

1. Mayor's Report – Discussion: Mayor Berner attended MPO meeting, updated council on agenda.
2. City Council Reports – Discussion: Council Person Havens would like council to consider a second fountain at the pond at Goldfinch Drive. Council Person Schnedler attended via phone the EMA.
3. Director of Public Work's Report – Nothing to Report
4. Building Official's Report – Nothing to Report
5. Engineer's Report – Nothing to Report
6. City Attorney's Report – Nothing to Report
7. City Administrator's Report – Discussion: City Staff will advertise for the vacancy in City Council. July 1st City Staff will generate notices to those residents who are delinquent on their utility payments due to the pandemic. Education post on social media in regard to 2020 Census and it's importance.

N. Adjournment

Motion to adjourn by Schnedler. Second by Havens. All ayes, meeting adjourned at 9:25 PM.



Abigail Hora, City Clerk