

City of Tiffin, Iowa

Meeting:	Tiffin Regular City Council Meeting
Place:	Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time:	June 16, 2020 – 7:00 PM
Web Page:	www.tiffin-iowa.org
Posted:	June 12, 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:	Vacant		

Work Session - Call to Order – 6:15 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, June 16th, 2020, at the Tiffin City Hall. 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 6:16 PM. Upon roll being called the following members were present: Jim Bartels present via phone, Eric Schnedler, Christine Olney, Al Havens. Others present were City Administrator Doug Boldt, City Clerk Abigail Hora, Building Official Brian Shay and City Attorney Robert Michael.

B. Agenda Additions/Agenda Approval

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

C. Discussion of Adding a Second Fountain to the Big Pond and Diffusers to current Detention/Retention Ponds

Discussion: Council would like to add a second fountain and two diffusers. The other detention/retention ponds council would like just to place diffusers.

D. Discussion of Drainage Area behind Renee Lane and Buck Street

Discussion: Apryl Betts, lives at 67 Renee Lane, president of the Piper Heights Homeowners Association. She would just like some direction from the City if possible, she has reached out to landscaping companies and not finding a solution. Doug Boldt and Brian Shay will continue to talk with Apryl on this issue however the city will not be financially responsibility for this drainage area.

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

F. Other Business

G. Adjournment

Motion to adjourn by Schnedler
Second by Havens
All ayes, meeting adjourned at 7:04 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 16th, 2020, at the Tiffin City Hall. 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 7:05 PM. Upon roll being called the following members were present: Jim Bartels present via phone, Eric Schnedler, Christine Olney, Al Havens. Others present were City Administrator Doug Boldt, City Clerk Abigail Hora, and City Attorney Robert Michael.

C. **Agenda Additions/Agenda Approval**

Motion to approve agenda by Olney

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 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 Clerk/Treasurer’s Report

3. Approval of Liquor License Renewal – Casey’s General Stores #2667

4. Approval of Cigarette License Renewal – July 1, 2020 – Kum & Go, The Depot, Morgan’s, Fareway and Casey’s General Stores

Motion to approve consent agenda which include City Council Meeting, Clerk/Treasurer’s Report, Liquor License, and cigarette license renewals by Bartels

Second by Havens

All ayes, consent agenda approved.

F. **Mayoral Proclamation**

1.

G. **Public Hearing**

1. Public Hearing on Proposed Amendment to the Tiffin Urban Renewal Area

a. Close Public Hearing and Proceed to I-1

Motion to open Public Hearing on Proposed Amendment to the Tiffin Urban Renewal Area by Schnedler

Second by Olney

Roll Call: Olney, Bartels, Schnedler, Havens

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Proposed Amendment to the Tiffin Urban Renewal Area by Schnedler

Second by Olney

Roll Call: Bartels, Schnedler, Havens, Olney

H. **Ordinance Approval/Amendment**

1. Ordinance No. 2020-474 – An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the June 2020 Addition of the Tiffin Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa
 - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2020-474 – An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the June 2020 Addition of the Tiffin Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa by Bartels
Second by Havens
Roll Call: Havens, Olney, Bartels, Schnedler
All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution 2020-050 – A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve the Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area. Motion to approve Resolution 2020-050 – A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve the Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area by Havens
Second by Schnedler
Roll Call: Schnedler, Havens, Olney, Bartels
All ayes, motion carried.
2. Resolution 2020-051 – A Resolution Setting a Date for Public Hearings and Additional Action on Proposals to enter into a General Obligation Loan Agreements and to Borrow Money thereunto. Motion to approve Resolution 2020-051 – A Resolution Setting a Date for Public Hearings and Additional Action on Proposals to enter into a General Obligation Loan Agreements and to Borrow Money thereunto by Bartels
Second by Havens
Roll Call: Olney, Bartels, Schnedler, Havens
All ayes, motion carried.
3. Resolution 2020-052 – A Resolution Setting the Date for a Public Hearing to Dispose of Right-of-Way. Motion to approve Resolution 2020-052 – A Resolution Setting the Date for a Public Hearing to Dispose of Right-of-Way by Schnedler
Second by Olney
Roll Call: Bartels, Schnedler, Havens, Olney
All ayes, motion carried.
4. Resolution 2020-053 – A Resolution Approving the Final Plat of Shamrock Center. Motion to amend Resolution 2020-053 – A Resolution Approving the Final Plat of Shamrock Center with the contingency of these three items: repair bank of the detention/retention pond, install chimney seals and re-establish drainage swail
by Bartels
Second by Havens
All ayes, motion carried.
Motion to approve as amended by Havens
Second by Schnedler
Roll Call: Schnedler, Havens, Olney, Bartels
All ayes, motion carried.
5. Resolution 2020-054 – A Resolution for the Final Acceptance of the Stormwater Rehabilitation Project, Tiffin, Iowa – Contractor – Triple B Construction. Motion to approve Resolution 2020-

054 – A Resolution for the Final Acceptance of the Stormwater Rehabilitation Project, Tiffin, Iowa – Contractor – Triple B Construction by Havens
Second by Bartels
Roll Call: Havens, Olney, Bartels, Schnedler
All ayes, motion carried.

6. Resolution 2020-055 – A Resolution Setting a Date of Meeting at which it is Proposed to Approve a Development Agreement with Hightower Development, Inc., Including Annual Appropriation Tax Increment Payments. Motion to approve Resolution 2020-055 – A Resolution Setting a Date of Meeting at which it is Proposed to Approve a Development Agreement with Hightower Development, Inc., Including Annual Appropriation Tax Increment Payments by Bartels
Second by Olney
Roll Call: Olney, Bartels, Schnedler, Havens
All ayes, motion carried.
7. Resolution 2020-056 – A Resolution to Proceed with Forevergreen Road Construction Project and have Updated Appraisal (This resolution will be acted on after item K-10 – Closed Session). Motion to approve Resolution 2020-056 – A Resolution to Proceed with Forevergreen Road Construction Project and have Updated Appraisal (This resolution will be acted on after item K-10 – Closed Session) by Havens
Second by Schnedler
Roll Call: Bartels, Schnedler, Havens, Olney
All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to pay all vendors except Grace Excavation from payable by Havens
Second by Olney
All ayes, motion carried.
2. Consideration of Special Events Application – Additional Movies in the Park – Infuse Church – Motion to Approve by Bartels
Second by Havens
All ayes, motion carried.
3. Consideration of Special Events Application – Sunday Outdoor Service – Infuse Church – Motion to Approve by Bartels
Second by Olney
All ayes, motion carried.
4. Consideration of Special Events Application – 5K for Peyton Haynes Foundation – Darrin Hayes – Motion to Approve by Havens
Second by Olney
All ayes, motion carried.
5. Consideration of Pay Estimate #6 (Final) – Triple B Construction, Stormwater Rehabilitation Project – Motion to Approve by Bartels
Second by Havens
All ayes, motion carried.

6. Consideration of Pay Estimate #9 – Rathje Construction – Roundabout Project – Motion to Approve by Bartels
Second by Schnedler
All ayes, motion carried.
7. Consideration of Pay Estimate #22 (with Partial Release of Retainage) – Portzen Construction, WWTP Expansion Project – Motion to Approve by Havens
Second by Bartels
All ayes, motion carried.
8. Discussion and Consideration to Purchase TeamSideline Recreation Software and Council Action as Needed. Motion to approve the purchase of TeamSideline Recreation Software by Schnedler
Second by Olney
All ayes, motion carried.
9. Discussion and Consideration of Invoice for Grading Work off of Hinkle and Greenfield Drive and Council Action as Needed. Discussion: Council would like the invoice to come from the property owner instead of the tenant. No Council Action Taken.
10. 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 Havens
Second by Olney
Roll Call: Olney, Schnedler, Bartels, Havens
Motion to adjourn from Closed Session into Regular Session by Schnedler
Second by Havens
Roll Call: Schnedler, Bartels, Havens, Olney
All ayes, motion carried.
11. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(j) for Potential Real Estate Purchase by Olney
Second by Bartels
Roll Call: Bartels, Havens, Olney, Schnedler
Motion to adjourn from Closed Session into Regular Session by Havens
Second by Schnedler
Roll Call: Havens, Olney, Schnedler, Bartels
All ayes, motion carried.

L. Reports to be Received/Filed

1. May Johnson County Sheriff's Activity Report

M. Reports from City Personnel

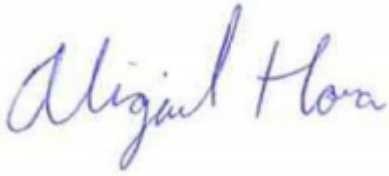
1. Mayor's Report – Nothing to Report
2. City Council Reports – Discussion: Council Person Schnedler drove around Tuesday to the ponds to check on the status after the rain.
3. Director of Public Work's Report – Nothing to Report
4. Building Official's Report – Nothing to Report
5. Engineer's Report – Nothing to Report
6. City Attorney's Report – Nothing to Report
7. City Administrator's Report – Discussion: Splash pad will open as soon as Public Works can get it up and running. Planning & Zoning meeting in June covered Madden Addition. Residents and Planning & Zoning still have concerns on density. We will have another special meeting to discuss density with developer.

N. Adjournment

Motion to adjourn by Schnedler

Second by Olney

All ayes, meeting adjourned at 8:52 PM

A handwritten signature in blue ink that reads "Abigail Hora". The signature is written in a cursive style and is positioned above a horizontal line.

Abigail Hora, City Clerk