

# City of Tiffin, Iowa

<b>Meeting:</b>	<b>Tiffin Regular City Council Meeting</b>
<b>Place:</b>	<b>Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340</b>
<b>Date/Time:</b>	<b>September 15, 2020 – 7:00 PM</b>
<b>Web Page:</b>	<b>www.tiffin-iowa.org</b>
<b>Posted:</b>	<b>September 11, 2020 (website &amp; front entry of City Hall)</b>

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<b>Mayor:</b>	Steven Berner	<b>City Administrator:</b>	Doug Boldt
<b>Council At Large:</b>	Jim Bartels	<b>City Attorney:</b>	Robert Michael/Crystal Raiber
<b>Council At Large:</b>	Al Havens – Mayor Pro-Tem	<b>City Clerk:</b>	Abigail Hora
<b>Council At Large:</b>	Eric Schnedler	<b>D. of Public Works:</b>	Brett Mehmen
<b>Council At Large:</b>	Chris Olney		
<b>Council At Large:</b>	Skylar Limkemann		

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## **Work Session - Call to Order – 6:15 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, September 15, 2020, at the City Hall Council Chambers. 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, Al Havens, Eric Schnedler, Christine Olney and Skylar Limkemann. Others present City Administrator Doug Boldt, City Clerk Abigail Hora and Building Official Brian Shay.

### **B. Agenda Additions/Agenda Approval**

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

### **C. Discussion and Update for the Property located at 3235 Ireland Avenue – Annexation, Zoning and Site Plan – Chad Payne, Half Moon Kennels**

Discussion: Chad Payne proposed a 30,000 sq ft building that is everything dogs with an indoor dog park. He would like to be annexed into the City. Brian Shay recommended he zone the property R-1E.

### **D. Discussion and Review of Park Place City Center Part Two, Phase 6 – Lot 33 – Restricted Use Permit**

Discussion: Building Official Brian Shay wanted council direction on the drawing of Park Place City Center Part Two, Phase 6. Council has okayed this drawing.

### **E. Review of Bids for the Tiffin Trail Project – Phase 7**

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

### **G. Other Business**

### **H. Adjournment**

Motion to adjourn by Schnedler.  
Second by Havens.  
All ayes, meeting adjourned at 6:57 PM

### **A. Regular Session - Call to Order – 7:00 PM**

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, September 15, 2020, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:02 PM. Upon roll being called the following members were present: Jim Bartels present via phone, Al Havens, Eric Schnedler, Christine Olney and Skylar

Limkemann. Others present City Administrator Doug Boldt, City Clerk Abigail Hora, Building Official Brian Shay and others present.

**C. Agenda Additions/Agenda Approval**

Motion to approve agenda by Bartels.

Second by Havens.

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

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

Second by Olney.

All ayes, consent agenda approved.

**F. Mayoral Proclamation**

1.

**G. Public Hearing**

1. Public Hearing on Ordinance No. 2020-475 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone 505 South Park Road (Madden Addition) from R-1E to R-2, R-1D and R-1B, in the City of Tiffin, Iowa

a. Close Public Hearing and Proceed to H-1

Motion to open Public Hearing on Ordinance No. 2020-475 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone 505 South Park Road (Madden Addition) from R-1E to R-2, R-1D and R-1B, in the City of Tiffin, Iowa by Schnedler.

Second by Limkemann.

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

Discussion: Nothing Received at City Hall.

Public Present: Dan Sweeting with Midwest Home Builders present and addressed concerns. He has proposed 54 lots and potentially a 6-unit OPD. Dan will be adding a pond to add to the buffer on the north property line as well as trees to the south property line. The City will be reducing the speed limit on South Park Road from 35 to 25.

John Marner with MMS is present on behalf of Midwest Home Builders. Discussed the north detention basin as well as the trees on the south property line.

Bev Vermace, 400 South Park Road, stated the density of the proposed area being too high for the current area. She also addresses the visibility concerns, lack of sidewalks, and safety of South Park Road.

Steve Courtright, 14 Gable Way, stated the concern of the visibility of on South Park Road. He also echoes the concerns of the neighbors.

Craig McNiel, 250 South Park Road, stated his concern on the proposed area in regards to the density, safety and additional cars in the area.

Adam Densmore, 16 Gable Way, stated he would like a development similar to Gable Way/Park Ridge and could fit in more in the area. He would also like the driveway placement into the new subdivision be revisited.

Shannon Prince, 20 Gable Way, stated his concerns of safety on South Park Road. He also mentioned he reached out to Council and City Administrator and requested the developer reach out to him and or Josh Holt and he did not.

John Soenen, 20 Park Place, stated his concerns in regard to safety and would like the small town feel to remain.

Tim Power, 30 Park Place, stated that even though the proposed development meets the city standard he feels that it just doesn't fit the area. Would like to see South Park Road urbanized sooner.

Motion to close Public Hearing on Ordinance No. 2020-475 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone 505 South Park Road (Madden Addition) from R-1E to R-2, R-1D and R-1B, in the City of Tiffin, Iowa by Havens.

Second by Schnedler.

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

2. Public Hearing on Ordinance No. 2020-476 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone the property formally known as the 'Lundt Property' from R-1E to M-2, in the City of Tiffin, Iowa

- a. Close Public Hearing and Proceed to H-2

Motion to open Public Hearing on Ordinance No. 2020-476 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone the property formally known as the 'Lundt Property' from R-1E to M-2, in the City of Tiffin, Iowa by Havens.

Second by Schnedler.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2020-476 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone the property formally known as the 'Lundt Property' from R-1E to M-2, in the City of Tiffin, Iowa by Schnedler.

Second by Limkemann.

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

3. Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost for the Tiffin Trail Project – Phase 7

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

Motion to open Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost for the Tiffin Trail Project – Phase 7 by Havens.

Second by Olney.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost for the Tiffin Trail Project – Phase 7 by Schnedler.

Second by Bartels.

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

4. Public Hearing to Vacate the Sanitary Sewer and Utility Easement on Lot 2, Villages of Tiffin – Phase One, Tiffin, Iowa

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

Motion to open Public Hearing to Vacate the Sanitary Sewer and Utility Easement on Lot 2, Villages of Tiffin – Phase One, Tiffin, Iowa by Havens.

Second by Limkemann.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing to Vacate the Sanitary Sewer and Utility Easement on Lot 2, Villages of Tiffin – Phase One, Tiffin, Iowa by Olney.

Second by Schnedler.

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

## **H. Ordinance Approval/Amendment**

1. Ordinance No. 2020-475 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone 505 South Park Road (Madden Addition) from R-1E to R-2, R-1D and R-1B, in the City of Tiffin, Iowa
  - a. Motion to Approve First Reading and Proceed to Second Reading  
Motion to approve Ordinance No. 2020-475 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone 505 South Park Road (Madden Addition) from R-1E to R-2, R-1D and R-1B, in the City of Tiffin, Iowa by Schnedler.  
Second by Olney.  
Roll Call: Schnedler, Olney, Havens, Limkemann, Bartels.  
All ayes, first reading approved.
2. Ordinance No. 2020-476 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone the property formally known as the ‘Lundt Property’ from R-1E to M-2, in the City of Tiffin, Iowa
  - a. Motion to Approve First Reading and Proceed to Second Reading  
Motion to approve Public Hearing on Ordinance No. 2020-476 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone the property formally known as the ‘Lundt Property’ from R-1E to M-2, in the City of Tiffin, Iowa by Havens.  
Second by Limkemann.  
Roll Call: Olney, Schnedler, Bartels, Limkemann, Havens.  
All ayes, first reading approved.

## **I. Resolutions for Approval**

1. Resolution 2020-072 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Cost for the Tiffin Trail Project – Phase 7. Motion to approve by Havens  
Second by Schnedler.  
Roll Call: Limkemann, Havens, Olney, Schnedler, Bartels.  
All ayes, motion carried.
2. Resolution 2020-073 – A Resolution to Award the Bid for the Tiffin Trail Project – Phase 7.  
Motion to approve by Limkemann.  
Second by Havens.  
Roll Call: Bartels, Limkemann, Havens, Olney, Schnedler.  
All ayes, motion carried.
3. Resolution 2020-074 – A Resolution to Vacate the Sanitary Sewer and Utility Easement on Lot 2, Villages of Tiffin – Phase One, Tiffin, Iowa. Motion to approve Havens.  
Second by Limkemann.  
Roll Call: Schnedler, Bartels, Limkemann, Havens, Olney.  
All ayes, motion carried.
4. Resolution 2020-075 – A Resolution Accepting the City Street Financial Report. Motion to approve by Limkemann.  
Second by Bartels.  
Roll Call: Limkemann, Havens, Olney, Schnedler, Bartels.  
All ayes, motion carried.

5. Resolution 2020-076 – A Resolution Approving the 28E Agreement with the Clear Creek Amana School District for the Shared Use of the District’s and the City’s Facilities. Motion to approve by Schnedler.  
Second by Olney.  
Roll Call: Havens, Olney, Schnedler, Bartels, Limkemann.  
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.  
All ayes, motion carried.
2. Consideration of Pay Estimate #12 – Rathje Construction – Roundabout Project – Motion to Approve by Bartels.  
Second by Olney.  
All ayes, motion carried.
3. Discussion and Consideration for the City of Tiffin to Proceed with Sidewalk Replacements on Vacant Lots and to also Proceed with Property Owner Assessment Process and Council Action as Needed.  
Discussion: Council has given the direction to put in the sidewalk at the city’s expense.

**L. Reports to be Received/Filed**

1. August Johnson County Sheriff’s Activity Report

**M. Reports from City Personnel**

1. Mayor’s Report – Nothing to Report
2. City Council Reports – Discussion: Councilperson Limkemann reports that the grant for the Fire Association from Walmart was approved and the City should be receiving the check soon.
3. Director of Public Work’s Report – Discussion: Brett is getting patch work bids for the t-intersection of Rolling Hills and Cherry Lane and another on Goldfinch Dr and Redbird Run. Should be presented at the next meeting.
4. Building Official’s Report – Discussion: Brian Shay and Nick Sitzman met with High Development in regards to Hunt Club Phase I as they are wrapping up construction and they want to begin work on Phase II, they are going to put in foundations for 37 units this fall.
5. Recreation Director’s Report – Nothing to Report
6. Engineer’s Report – Discussion: Original Town Phase II update Alliant Energy should be back to finish utilities this week but should know more later this week.
7. City Attorney’s Report – Nothing to Report
8. City Administrator’s Report – Discussion: DOT did a traffic study from the West and their recommendation of 55mph be pushed west of Deerview 600ft east of Bainberry (Tiffin Vet), 45 mph from there to the east. Flashing yellow warning sign west bound will be removed.

**N. Adjournment**

Motion to adjourn by Schnedler.  
Second by Havens.  
All ayes, meeting adjourned at 9:06 PM

Abigail Hora

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*Abigail Hora, City Clerk*