

City of Tiffin, Iowa

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| Meeting: | Tiffin Regular City Council Meeting |
| Place: | Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340 |
| Date/Time: | October 6, 2020 – 7:00 PM |
| Web Page: | www.tiffin-iowa.org |
| Posted: | October 2, 2020 (website & front entry of City Hall) |

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|--------------------------|---------------------------|----------------------------|-------------------------------|
| 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: | Skylar Limkemann | | |

Work Session - Call to Order – 6:00 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, October 6, 2020, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:02 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 and Building Official Brian Shay.

B. Agenda Additions/Agenda Approval

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

C. Discussion and Review of Trick-or-Treat Parade – Taylor Getting – Infuse Church

Discussion: Council is okay with this parade and the purposed route.

D. Discussion and Update of the Tiffin Downtown Development Project – Michael LeClere – Martin Gardner Architecture

Discussion: Updated plan was given to Council and was recommended to share on social media to get the input of the public.

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

F. Other Business

G. Adjournment

Motion to adjourn by Havens.
Second by Limkemann.
All ayes, meeting adjourned at 7:03 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, October 6, 2020, 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 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 Schnedler.

Second by Limkemann.

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.**

Discussion: Kirk Dale, 826 Jackson Street, here to discuss the situation about the dogs at the neighbor's address. A trial date has been set and is now in the hands of the attorneys.

Genevieve Ellis, 822 Jackson Street, is the neighbor to the Dales. Vehicle to be marked and towed outside around this address.

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.

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 Second Reading and Proceed to Third 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 Havens.

Second by Limkemann.

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

All ayes, second 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 Second Reading and Proceed to Third Reading

Motion to approve 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 Havens.

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

All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution 2020-078 – A Resolution Setting 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 2020 Tiffin Roundabout Gateway Signage Project. Motion to approve Resolution 2020-078 – A Resolution Setting 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 2020 Tiffin Roundabout Gateway Signage Project by Schnedler.
Second by Olney.
Roll Call: Bartels, Schnedler, Olney, Havens, Limkemann.
All ayes, motion carried.
2. Resolution 2020-079 – A Resolution Approving the Separation of the Water and Wastewater duties from the Public Works Director’s Position and Promoting the Assistant Public Works Director to the Position of Public Works Director. Motion to approve Resolution 2020-079 – A Resolution Approving the Separation of the Water and Wastewater duties from the Public Works Director’s Position and Promoting the Assistant Public Works Director to the Position of Public Works Director by Havens.
Second by Limkemann.
Roll Call: Schnedler, Olney, Havens, Limkemann, 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 Schnedler.
All ayes, motion carried.
2. Consideration of Special Events Application – Sunday Outdoor Service – Infuse Church. Motion to approve by Schnedler.
Second by Havens.
All ayes, motion carried.
3. Consideration of Special Events Application – Tiffin Trick-or-Treat Parade – Infuse Church. Motion to approve by Olney.
Second by Schnedler.
All ayes, motion carried.
4. Discussion and Consideration of Hiring Public Works Maintenance Worker and Council Action as Needed. Motion to approve by Schnedler.
Second by Havens.
All ayes, motion carried.
5. Discussion and Consideration of Updated Job Description for Public Works Director and Council Action as Needed. Motion to approve by Schnedler.
Second by Olney.
All ayes, motion carried.

L. Reports to be Received/Filed

- 1.

M. Reports from City Personnel

1. Mayor’s Report – Discussion: Mayor Berner discusses the possible additional funding to Martin Gardner for the design work at 301 Main Street.

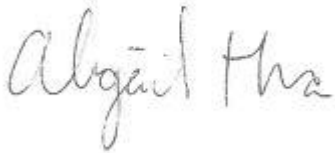
2. City Council Reports – Discussion: Council Person Havens would like to propose a 3-way stop at South Park Road and Gable Way for right now and make it a 4-way once the new development takes place. Council Person Limkemann talked to residents at Redbird Run and Timber Ridge Court as the streetlights are dim and provide poor lighting, would like these upgraded and another light placed along this road.
3. Director of Public Work’s Report – Discussion: Brett Mehmen is requesting a quote to upgrade the alarm system to a mobile profile view. Manhole covers will begin being replaced tomorrow on College Street and Potter Street.
4. Building Official’s Report – Discussion: Brian Shay will conduct a rough in on the third floor of Aster Village tomorrow, developer would like tenants to move in around February.
5. Recreation Director’s Report – Discussion: Frank Haege has all fall sports underway and working on winter basketball for boys and girls.
6. Engineer’s Report – Nothing to Report
7. City Attorney’s Report – Nothing to Report
8. City Administrator’s Report – Discussion: Doug Boldt brings up possible no parking on Buck Street and Jackson Street, would like Council to drive this area and discuss again at the next council meeting. Discussed allowing City Hall to potentially be rented out again starting January 1, 2021.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 8:32 PM.



Abigail Hora, City Clerk