

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: September 7, 2021 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: September 3, 2021 (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	W/WW Superintendent:	Brett Mehmen
Council At Large:	Chris Olney	D. of Public Works:	Brian Detert
Council At Large:	Skylar Limkemann	Building Official:	Brian Shay
		Recreation Director:	Frank Haege
		Fire Chief:	Brad Hill

Work Session - Call to Order – 5:45 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, September 7, 2021, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 5:48 PM. Upon roll being called the following members were present: Skylar Limkemann, Al Havens, Eric Schnedler, Jim Bartels. Christine Olney present via Microsoft Teams. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

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

C. Update of Law Enforcement Assessment – Jon Thomas – Workforce Solutions

Discussion: Jon Thomas on via Microsoft Teams. He gave an update on who he has contacted so far. He will have a final report for council in 30 days.

D. Discussion and Update of Cost Estimate for New Public Works Facility

Discussion: City Administrator Doug Boldt gave an update on the cost estimate for the Public Works Facility.

E. Discussion and Consideration to Increase Deposit Amounts for Water and Sewer Utilities

Discussion: City Administrator Doug Boldt discussed surrounding communities' utility deposit. Council Person Olney recommended the utility deposit be increased to \$120 from \$75.

F. Discussion and Review of Sidewalk Replacement Program

Discussion: Building Official Brian Shay will discuss this further during his report in the regular session.

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

H. Other Business

I. Adjournment

Motion to adjourn by Schnedler.
Second by Bartels.
All ayes, meeting adjourned at 6:59 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 7, 2021, at the City Hall: Council Chambers. Mayor Berner called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Skylar Limkemann, Eric Schnedler, Al Havens and Jim Bartels. Christine Olney present via Microsoft Teams. Others present City Administrator Doug Boldt, City Clerk Abigail Hora and Building Official Brian Shay.

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.

Discussion: Greg Stiltner, of 130 Elderberry St has chickens. He would like council to reconsider the ordinance which bans chicken inside city limits.

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 which includes City Council Minutes by Havens.

Second by Schnedler.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1. Ordinance No. 2021-478 – An Ordinance Amending the Tiffin Zoning Ordinance No. 2007-287, Section 9.05, Accessory Building and Structures, to allow Pre-fabricated Garden Sheds of less than 100 Square Feet in a Side Yard

a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2021-478 – An Ordinance Amending the Tiffin Zoning Ordinance No. 2007-287, Section 9.05, Accessory Building and Structures, to allow Pre-fabricated Garden Sheds of less than 100 Square Feet in a Side Yard by Havens.

Second by Bartels.

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

All ayes, third and final reading approved.

2. Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa, Johnson County, Iowa, and Legally Described Herein

a. Motion to Approve Second Reading and Proceed to Third and Final Reading

Motion to approve Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa, Johnson County, Iowa, and Legally Described Herein by Havens.

Second by Schnedler.
Roll Call: Schnedler, Bartels, Limkemann, Olney, Havens.
All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution 2021-050 – A Resolution Setting the Date of September 21, 2021, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs, and Authorizing Publication of Notices for the Tiffin Water Well #5 Test Well Improvements and Opening of Bids on October 5, 2021. Motion to approve Resolution 2021-050 – A Resolution Setting the Date of September 21, 2021, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs, and Authorizing Publication of Notices for the Tiffin Water Well #5 Test Well Improvements and Opening of Bids on October 5, 2021 by Bartels.
Second by Limkemann.
Roll Call: Bartels, Limkemann, Olney, Havens, Schnedler.
All ayes, motion carried.
2. Resolution 2021-051 – A Resolution Setting the Date of September 21, 2021, for a Public Hearing to Amend the Municipal Code of Tiffin, Iowa, Section 92.08 of Chapter 92, to Increase the Water Deposit Amount. Motion to approve Resolution 2021-051 – A Resolution Setting the Date of September 21, 2021, for a Public Hearing to Amend the Municipal Code of Tiffin, Iowa, Section 92.08 of Chapter 92, to Increase the Water Deposit Amount by Schnedler.
Second by Havens.
Roll Call: Limkemann, Olney, Havens, Schnedler, 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 Limkemann.
All ayes, motion carried.
2. Consideration of Pay Estimate #3 – Nolan’s Lawn Care, Permeable Pavers Parking Project – Motion to Approve by Havens.
Second by Bartels.
All ayes, motion carried.
3. Discussion and Consideration of One-time Water and Sewer Adjustment for 594 Calla Lily Way and Council Action as Needed. Motion to approve by Havens.
Second by Limkemann.
All ayes, motion carried.
4. Discussion and Consideration of One-time Water and Sewer Adjustment for 467 Iris Court and Council Action as Needed. Motion to approve by Limkemann.
Second by Bartels.
All ayes, motion carried.
5. Discussion and Consideration of Providing Power to Potter Street Park Shelter and Council Action as Needed. Motion to approve by Schnedler.
Second by Havens.

All ayes, motion carried.

6. Discussion and Consideration of Purchasing Playground Mulch for all City Parks and Council Action as Needed. Motion to approve by Bartels.
Second by Schnedler.
All ayes, motion carried.
7. Discussion and Consideration of City of Tiffin providing Matching Grant Funds for the Iowa Department of Natural Resources Fire Department Grant Application and Council Action as Needed. Motion to approve by Bartels.
Second by Limkemann.
All ayes, motion carried.
8. Discussion and Consideration of the Placement of No Parking Signs on the East Side of Redbird Run from Nightingale Drive to Oakdale Boulevard and Council Action as Needed. Motion to approve by Havens.
Second by Limkemann.
All ayes, motion carried.

L. Reports to be Received/Filed

1.

M. Reports from City Personnel

1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Olney reported advertising signs in the right of way, Public Works Director has pulled signs when he sees them. Council Person Schnedler reported a dead limb near Timber Ridge Trail. Council Person Limkemann applied for the riverboat foundation grant, and it was denied.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Discussion: Building Official Brian Shay discussed the sidewalk replacement program and will be discussed at the next work session. Hunt Club Phase 3 permits will be submitted soon.
5. Recreation Director's Report – Discussion: Recreation Director Frank Haege gave final fall recreation signups: 81 for volleyball, 125 for flag football, 4 co-ed softball teams and soccer is still be partnered with AYSO. The City will be hosting four fall softball tournaments.
6. Engineer's Report – Nothing to Report.
7. City Attorney's Report – Nothing to Report.
8. City Administrator's Report – Discussion: City Administrator Doug Boldt discussed items on his manager report.

N. Adjournment

Motion to adjourn by Limkemann.

Second by Schnedler.

All ayes, meeting adjourned at 8:07 PM.



September 9, 2021

Abigail Hora, City Clerk