

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** November 2, 2021 – 7:00 PM  
**Web Page:** www.tiffin-iowa.org  
**Posted:** October 29, 2021 (website & front entry of City Hall)

<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>W/WW Superintendent:</b>	Brett Mehmen
<b>Council At Large:</b>	Chris Olney	<b>D. of Public Works:</b>	Brian Detert
<b>Council At Large:</b>	Skylar Limkemann	<b>Building Official:</b>	Brian Shay
		<b>Recreation Director:</b>	Frank Haege
		<b>Fire Chief:</b>	Brad Hill

## **Work Session - Call to Order – 6:00 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, November 2, 2021, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:00 PM. Upon roll being called the following members were present: Chris Olney, Skylar Limkemann, Al Havens, Jim Bartels, Eric Schnedler. Others present City Administrator Doug Boldt, City Clerk Abigail Hora and others.

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

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

### **C. Discussion of Pace Properties Project in the 300 Block of Main Street and Review of the Downtown Housing Grant Opportunity**

Discussion: Nick and Nathan Fasel presented the downtown housing grant.

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

### **E. Other Business**

### **F. Adjournment**

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

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

#### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, November 2, 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, Chris Olney, Eric Schnedler, Al Havens and Jim Bartels. 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 Limkemann.  
Second by Olney.  
All ayes, agenda approved.

#### **D. Communications and Reports**

1. Unscheduled
2. Derek Dunkin – Iowa Snowdrifters – Tiffin Snowmobile Trail System

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: Toby Trail resides at 810 Redbird Run and would like a resolution to the complaint regarding his party bus. Damon Farbor resides at 606 Redbird Run and discussed the complaints began after the no parking signs were placed on the East side of Redbird Run.

Dick Huff resides at 355 Oriole Ct would like more lights at the intersection of North Park Road & Forevergreen. City Administrator will contact Linn County REC in regard to this.

#### **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 Bartels.

Second by Limkemann.

All ayes, consent agenda approved.

#### **F. Mayoral Proclamation**

- 1.

#### **G. Public Hearing**

1. Public Hearing on Ordinance No. 2021-483 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service, Bulk Water

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

Motion to open Public Hearing Public Hearing on Ordinance No. 2021-483 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service, Bulk Water by Limkemann.

Second by Havens.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2021-483 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service, Bulk Water by Havens.

Second by Schnedler.

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

2. Public Hearing on Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code

- a. Close Public Hearing and Proceed to H-4

Motion to open Public Hearing Public Hearing on Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code by Limkemann.

Second by Havens.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code by Olney.

Second by Limkemann.

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

3. Public Hearing on Ordinance No. 2021-485 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 36, Hazardous Substance Spills, to the Police, Fire and Emergencies Section

- a. Close Public Hearing and Proceed to H-5  
 Motion to open Public Hearing on Ordinance No. 2021-485 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 36, Hazardous Substance Spills, to the Police, Fire and Emergencies Section by Limkemann.  
 Second by Havens.  
 Roll Call: Bartels, Olney, Havens, Limkemann, Schnedler.  
 Discussion: Nothing Received at City Hall.  
 Motion to close Public Hearing on Ordinance No. 2021-485 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 36, Hazardous Substance Spills, to the Police, Fire and Emergencies Section by Havens.  
 Second by Limkemann.  
 Roll Call: Olney, Havens, Limkemann, Schnedler, Bartels.
  
- 4. Public Hearing on Ordinance No. 2021-486 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 37, Fire Safety Permit, to the Police, Fire and Emergencies Section
  - a. Close Public Hearing and Proceed to H-6  
 Motion to open Public Hearing on Ordinance No. 2021-486 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 37, Fire Safety Permit, to the Police, Fire and Emergencies Section by Schnedler.  
 Second by Havens.  
 Roll Call: Havens, Limkemann, Schnedler, Bartels, Olney.  
 Discussion: Nothing Received at City Hall.  
 Motion to close Public Hearing on Ordinance No. 2021-486 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 37, Fire Safety Permit, to the Police, Fire and Emergencies Section by Limkemann.  
 Second by Havens.  
 Roll Call: Limkemann, Schnedler, Bartels, Olney, Havens.
  
- 5. Public Hearing on Ordinance No. 2021-487 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 38, Alarm Systems and False Alarms, to the Police, Fire and Emergencies Section
  - a. Close Public Hearing and Proceed to H-7  
 Motion to open Public Hearing on Ordinance No. 2021-487 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 38, Alarm Systems and False Alarms, to the Police, Fire and Emergencies Section by Havens.  
 Second by Bartels.  
 Roll Call: Schnedler, Bartels, Olney, Havens, Limkemann.  
 Discussion: Nothing Received at City Hall.  
 Motion to close Public Hearing on Ordinance No. 2021-487 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 38, Alarm Systems and False Alarms, to the Police, Fire and Emergencies Section by Schnedler.  
 Second by Bartels.  
 Roll Call: Bartels, Olney, Havens, Limkemann, Schnedler.

**H. Ordinance Approval/Amendment**

- 1. Ordinance No. 2021-481 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Auditor’s Parcel 2020104 from R-1E to R-1C, in the City of Tiffin, Johnson County, Iowa, and Legally Described Herein
  - a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2021-481 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Auditor’s Parcel 2020104 from R-1E to R-1C, in the City of Tiffin, Johnson by Limkemann.

Second by Havens.

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

All ayes, third and final reading approved.

2. Ordinance No. 2021-482 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, to add Chapter 58, Urban Chickens, to the Nuisances and Animal Control Section
  - a. Motion to Approve Second Reading and Proceed to Third ReadingMotion to approve Ordinance No. 2021-482 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, to add Chapter 58, Urban Chickens, to the Nuisances and Animal Control Section by Havens.  
Second by Bartels.  
Roll Call: Olney, Bartels, Limkemann, Havens.  
Nays: Schnedler.  
Motion carried, second reading approved.
3. Ordinance No. 2021-483 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service, Bulk Water
  - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2021-483 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 92.02 of Chapter 92, Rates for Service, Bulk Water by Schnedler.  
Second by Bartels.  
Roll Call: Bartels, Olney, Schnedler, Limkemann, Havens.  
All ayes, first reading approved.
4. Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code
  - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code by Havens.  
Second by Schnedler.  
Roll Call: Olney, Schnedler, Limkemann, Havens, Bartels.  
All ayes, first reading approved.
5. Ordinance No. 2021-485 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 36, Hazardous Substance Spills
  - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2021-485 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 36, Hazardous Substance Spills by Limkemann.  
Second by Havens.  
Roll Call: Schnedler, Limkemann, Havens, Bartels, Olney.  
All ayes, first reading approved.
6. Ordinance No. 2021-486 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 37, Fire Safety Permit
  - a. Motion to Approve First Reading and Proceed to Second ReadingMotion to approve Ordinance No. 2021-486 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 37, Fire Safety Permit by Limkemann.  
Second by Schnedler.  
Roll Call: Havens, Olney, Bartels, Schnedler, Limkemann.  
All ayes, first reading approved.

7. Ordinance No. 2021-487 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 38, False Alarm
  - a. Motion to Approve First Reading and Proceed to Second Reading  
Motion to approve Ordinance No. 2021-487 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 38, False Alarm by Limkemann.  
Second by Bartels.  
Roll Call: Olney, Bartels, Schnedler, Limkemann, Havens.  
All ayes, first reading approved.

**I. Resolutions for Approval**

1. Resolution No. 2021-065 – A Resolution Setting the Date of November 16, 2021, for a Public Hearing to Amend Chapter 55, Animal Protection and Control, Definitions Section for Poultry. Motion to approve Resolution No. 2021-065 – A Resolution Setting the Date of November 16, 2021, for a Public Hearing to Amend Chapter 55, Animal Protection and Control, Definitions Section for Poultry by Havens.  
Second by Bartels.  
Roll Call: Schnedler, Havens, Limkemann, Olney, Bartels.  
All ayes, motion carried.
2. Resolution No. 2021-066 – A Resolution Approving the Escrow Agreement for Madden Addition. Motion to amend Resolution No. 2021-066 – A Resolution Approving the Escrow Agreement for Madden Addition with the additional verbiage to be added to the escrow agreement that the developer would agree to be responsible for repairing the existing city trail during the installation of the escrow items by Havens.  
Second by Limkemann.  
Motion to approve as amended by Schnedler.  
Second by Limkemann.  
Roll Call: Havens, Limkemann, Olney, Bartels, Schnedler.  
All ayes, motion carried.
3. Resolution No. 2021-067 – A Resolution Approving the Final Plat of Madden Addition. Motion to approve Resolution No. 2021-067 – A Resolution Approving the Final Plat of Madden Addition by Olney.  
Second by Havens.  
Roll Call: Limkemann, Olney, Bartels, Schnedler, Havens.  
All ayes, motion carried.

**J. Old Business**

- 1.

**K. Motions for Approval**

1. Consideration of Payables List – Motion to Approve by Olney.  
Second by Schnedler.  
Havens abstained.  
All ayes, motion carried.
2. Consideration of Pay Estimate #5 – Nolan’s Lawn Care, Permeable Pavers Parking Project – Motion to Approve by Limkemann.  
Second by Havens.  
All ayes, motion carried.

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

- 1.

**M. Reports from City Personnel**

1. Mayor's Report – Discussion: Mayor Berner would like to consider hiring a financial planner for the City.
2. City Council Reports – Discussion: Council Person Havens reported that the detention pond near Potter Park would not qualify for the watershed grant.
3. Director of Public Work's Report – Discussion: Public Works Director Brian Detert reported moving the speed trailer across town. Public Works Building is still moving forward and on schedule.
4. Building Official's Report – Discussion: Nothing to Report.
5. Recreation Director's Report – Nothing to Report.
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 reported that City Hall will be closed on November 11 in observation of Veterans Day.

**N. Adjournment**

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 8:53 PM.



*November 3rd, 2021*

---

*Abigail Hora, City Clerk*