

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: November 16, 2021 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: November 12, 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 – 5:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, November 16, 2021, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 5:30 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 Olney.
Second by Bartels.
All ayes, agenda approved.

C. Discussion and Review of Final Report for Law Enforcement Assessment – Jon Thomas, Workforce Solutions

Discussion: Jon Thomas from Workforce Solutions presented his findings regarding the law enforcement assessment.

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

E. Other Business

F. 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, November 16, 2021, 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: 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 Schnedler.
Second by Limkemann.
All ayes, agenda approved.

D. Communications and Reports

1. Unscheduled
2. Steve Smith – Johnson County Refuse

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.

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 Bartels.

Second by Limkemann.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on Ordinance No. 2021-488 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 55.01(8) of Chapter 55, Animal Protection and Control, Definition of Poultry
 - a. Close Public Hearing and Proceed to H-7

Motion to open Public Hearing on Ordinance No. 2021-488 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 55.01(8) of Chapter 55, Animal Protection and Control, Definition of Poultry by Limkemann.

Second by Bartels.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2021-488 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 55.01(8) of Chapter 55, Animal Protection and Control, Definition of Poultry by Olney.

Second by Bartels.

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

H. Ordinance Approval/Amendment

1. 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 Third and Final Reading

Motion 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 Olney.

Second by Havens.

Ayes: Limkemann, Havens, Olney, Bartels.

Nays: Schnedler

Motion carried, third and final reading approved.

2. 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 Second Reading and Proceed to Third Reading

Motion 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 Bartels.

Second by Schnedler.

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

All ayes, second reading approved.

3. Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code
 - a. Motion to Approve Second Reading and Proceed to Third Reading
Motion to approve Ordinance No. 2021-484 – An Ordinance Amending the 2018 Adopted International Fire Code by Limkemann.
Second by Havens.
Roll Call: Havens, Olney, Bartels, Schnedler, Limkemann.
All ayes, second reading approved.

4. Ordinance No. 2021-485 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 36, Hazardous Substance Spills
 - a. Motion to Approve Second Reading and Proceed to Third Reading
Motion 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 Schnedler.
Roll Call: Olney, Bartels, Schnedler, Limkemann, Havens.
All ayes, second reading approved.

5. Ordinance No. 2021-486 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, by Adding Chapter 37, Fire Safety Permit
 - a. Motion to Approve Second Reading and Proceed to Third Reading
Motion 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 Bartels.
Roll Call: Bartels, Schnedler, Limkemann, Havens, Olney.
All ayes, second reading approved.

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

7. Ordinance No. 2021-488 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 55.01(8) of Chapter 55, Animal Protection and Control, Definition of Poultry
 - a. Motion to Approve First Reading and Proceed to Second Reading
Motion to approve Ordinance No. 2021-488 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Section 55.01(8) of Chapter 55, Animal Protection and Control, Definition of Poultry by Havens.
Second by Bartels.
Roll Call: Bartels, Schnedler, Limkemann, Havens, Olney.
All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution No. 2021-068 – A Resolution Setting the Date of December 21, 2021, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs, and Authorizing Publication of Notices for the Tiffin Public Works Building Project and Opening of Bids on December 16, 2021. Motion to approve Resolution No. 2021-068 – A Resolution Setting the Date of December 21, 2021, for the Public Hearing on the Plans, Specifications, Form of Contract,

Estimate of Costs, and Authorizing Publication of Notices for the Tiffin Public Works Building Project and Opening of Bids on December 16, 2021 by Schnedler.

Second by Limkemann.

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

All ayes, motion carried.

2. Resolution No. 2021-069 – A Resolution Amending the 28E Agreement between the City of Tiffin and the Clear Creek Amana Community School District to Expand the Shared Use of the District’s and City’s Facilities. Motion to approve Resolution No. 2021-069 – A Resolution Amending the 28E Agreement between the City of Tiffin and the Clear Creek Amana Community School District to Expand the Shared Use of the District’s and City’s Facilities by Havens.

Second by Schnedler.

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

All ayes, motion carried.

3. Resolution No. 2021-070 – A Resolution Setting the Permit Fees for having Urban Chickens inside the City Limits of Tiffin. Motion to approve Resolution No. 2021-070 – A Resolution Setting the Permit Fees for having Urban Chickens inside the City Limits of Tiffin by Olney.

Second by Bartels.

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

All ayes, motion carried.

4. Resolution No. 2021-071 – A Resolution Authorizing the Application for the Assistance to Firefighters Grant (AFG) for the City of Tiffin Fire Department. Motion to approve Resolution No. 2021-071 – A Resolution Authorizing the Application for the Assistance to Firefighters Grant (AFG) for the City of Tiffin Fire Department by Limkemann.

Second by Schnedler.

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

All ayes, motion carried.

5. Resolution No. 2021-072 – A Resolution Setting the Date of December 21, 2021, for a Public Hearing on the Expanded Urban Renewal Area Designation and Urban Renewal Plan Amendment. Motion to approve Resolution No. 2021-072 – A Resolution Setting the Date of December 21, 2021, for a Public Hearing on the Expanded Urban Renewal Area Designation and Urban Renewal Plan Amendment by Limkemann.

Second by Havens.

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

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. Discussion and Consideration of Appropriating Annual TIF Debt Certification and Council Action as Needed. Motion to approve by Havens.
Second by Bartels.
All ayes, motion carried.

3. Discussion and Consideration of Annual Urban Renewal Report for FY 2020-2021 and Council Action as Needed. Motion to approve by Bartels.
Second by Schnedler.
All ayes, motion carried.
4. Consideration of Change Order #9 – Rathje Construction, Original Town Urbanization Phase Two – Motion to Approve by Bartels.
Second by Limkemann.
All ayes, motion carried.
5. Consideration of Change Order #10 – Rathje Construction, Original Town Urbanization Phase Two – Motion to Approve by Havens.
Second by Limkemann.
All ayes, motion carried.
6. Consideration of Pay Estimate #7 – Rathje Construction, Original Town Urbanization Phase Two – Motion to Approve by Limkemann.
Second by Havens.
All ayes, motion carried.

L. Reports to be Received/Filed

1. October Johnson County Sheriff's Report

M. Reports from City Personnel

1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Limkemann reported the parking lot at the fire station is completed for the winter. Council Person Bartels stated the Tiffin Community Fund will be donating \$1500 for the ice-skating.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Discussion: Building Official Brian Shay reported they have received 12 building permits for madden addition. They are still very busy for this time of year.
5. Recreation Director's Report – Discussion: Frank Haege reported 150 kids registered for youth basketball. Ice skating rink is coming together nicely.
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 his report.

N. Adjournment

Motion to adjourn by Schnedler.
Second by Limkemann.
All ayes, meeting adjourned at 8:10 PM.



November 17th, 2021

Abigail Hora, City Clerk