

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: March 1, 2022 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: February 25, 2022 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Al Havens – Mayor Pro-Tem	City Attorney:	Robert Michael/Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Tim Orris	D. of Public Works:	Brian Detert
Council At Large:	Eric Schnedler	Building Official:	Brian Shay
		Recreation Director:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 6:00 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, March 1, 2022, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:03 PM. Upon roll being called the following members were present: Tim Orris, Skylar Limkemann, Al Havens, Eric Schnedler. Present via teams: Chris Olney. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Limkemann.

Second by Schnedler.

All ayes, agenda approved.

C. Discussion of Concepts for Andersen Addition

Discussion: Scott Andersen present to discuss Andersen Addition.

D. Discussion and Review of FY 2022-2023 Budget

Discussion: City Administrator Doug Boldt reviewed the changes to the budget with Council.

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

F. Other Business

G. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 6:58 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, March 1, 2022, 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: Al Havens, Tim Orris, Skylar Limkemann, Eric Schnedler. Present via teams: Chris Olney. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

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.

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 Liquor License Renewal – Fareway Stores, Inc. #193

Motion to approve consent agenda which includes City Council Minutes and Liquor License renewal by Havens.

Second by Limkemann.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1. Honey Bee Day Proclamation

G. Public Hearing

1. Public Hearing on Ordinance No. 2022-492 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Prairie Village Part 3 from R-1A, R-2, R-4 and R-1E to R-1D/OPD, R-2/OPD and R-4/OPD

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

Motion to open Public Hearing on Ordinance No. 2022-492 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Prairie Village Part 3 from R-1A, R-2, R-4 and R-1E to R-1D/OPD, R-2/OPD and R-4/OPD by Orris.

Second by Schnedler.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2022-492 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Prairie Village Part 3 from R-1A, R-2, R-4 and R-1E to R-1D/OPD, R-2/OPD and R-4/OPD by Schnedler.

Second by Havens.

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

H. Ordinance Approval/Amendment

1. Ordinance No. 2022-492 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Prairie Village Part 3 from R-1A, R-2, R-4 and R-1E to R-1D/OPD, R-2/OPD and R-4/OPD

- a. Motion to First Reading and Proceed to Second Reading

Motion to approve Ordinance No. 2022-492 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Prairie Village Part 3 from R-1A, R-2, R-4 and R-1E to R-1D/OPD, R-2/OPD and R-4/OPD by Havens.

Second by Orris.

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

All ayes, first reading approved.

I. Resolutions for Approval

1. Resolution No. 2022-020 – A Resolution Setting the Date of March 29, 2022, for a Public Hearing for the FY 2022-2023 Budget. Motion to approve Resolution No. 2022-020 – A Resolution Setting the Date of March 29, 2022, for a Public Hearing for the FY 2022-2023 Budget by Limkemann.

Second by Orris.

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

All ayes, motion carried.

2. Resolution No. 2022-021 – A Resolution Defining the Accounts Receivable Uncollectible Guidelines. Motion to approve Resolution No. 2022-021 – A Resolution Defining the Accounts Receivable Uncollectible Guidelines by Orris.
Second by Limkemann.
Roll Call: Schnedler, Havens, Orris, Olney, Limkemann.
All ayes, motion carried.
3. Resolution No. 2022-022 – A Resolution Amending the Escrow Agreement for the Madden Addition. Motion to approve Resolution No. 2022-022 – A Resolution Amending the Escrow Agreement for the Madden Addition by Limkemann.
Second by Havens.
Roll Call: Havens, Orris, Olney, Limkemann, Schnedler.
All ayes, motion carried.
4. Resolution No. 2022-023 – A Resolution Setting the Date of March 15, 2022, for a Public Hearing to Amend the Municipal Code of Tiffin, Chapter 52, Weeds and Noxious Growth. Motion to approve Resolution No. 2022-023 – A Resolution Setting the Date of March 15, 2022, for a Public Hearing to Amend the Municipal Code of Tiffin, Chapter 52, Weeds and Noxious Growth by Limkemann.
Second by Schnedler.
Roll Call: Orris, Olney, Limkemann, Schnedler, Havens.
All ayes, motion carried.
5. Resolution No. 2022-024 – A Resolution Setting the Date of March 15, 2022, for a Public Hearing to Rezone Lot 10, Andersen Addition from R-4 to R-4/OPD. Motion to approve Resolution No. 2022-024 – A Resolution Setting the Date of March 15, 2022, for a Public Hearing to Rezone Lot 10, Andersen Addition from R-4 to R-4/OPD by Havens.
Second by Limkemann.
Roll Call: Olney, Limkemann, Schnedler, Havens, Orris.
All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Orris.
Second by Havens.
All ayes, motion carried.
2. Pay Application #1 – Woodruff Construction, Public Works Building – Motion to Approve by Limkemann.
Second by Olney.
All ayes, motion carried.
3. Change Order #1 – Shawver Well Company, Well 5 Improvements – Motion to Approve by Havens.
Second by Orris.
All ayes, motion carried.
4. Pay Estimate #1 – Shawver Well Company, Well 5 Improvements – Motion to Approve by Schnedler.
Second by Orris.
All ayes, motion carried.

5. Discussion and Consideration of Economic Development Grant for the Removal of Structure at 101 Summerhays and Council Action as Needed. Motion to approve \$2500 to assist with removable once structure has been removed by September 1, 2022 by Limkemann.
Second by Schnedler.
All ayes, motion carried.
6. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(1)(C) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation by Limkemann.
Second by Orris.
Roll Call: Havens, Orris, Olney, Schnedler, Limkemann.
Motion to adjourn from Closed Session into Regular Session by Limkemann.
Second by Schnedler.
Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.
All ayes, motion carried.
7. Discussion and Consideration of Pay Estimates for Trail Phase 7 and Council Action as Needed.
No Action Taken.

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 attended the library board meeting and would like to extend their hours. This will be voted on next meeting.
3. Director of Public Work's Report – Discussion: Director of Public Works Brian Detert reported Woodruff will begin construction on the new public works building in roughly two weeks. New dump truck was outside to view for Council.
4. Building Official's Report – Discussion: Building Official Brian Shay reported that more permits are being issued this month due to frost thawing.
5. Recreation Director's Report – Nothing to Report.
6. City Engineer's Report – Nothing to Report.
7. City Attorney's Report – Nothing to Report.
8. City Administrator's Report – Discussion: City Administrator Doug Boldt gave an update on the test wells.

N. Adjournment

Motion to adjourn by Limkemann.

Second by Schnedler.

All ayes, meeting adjourned at 8:59 PM.



March 2nd, 2022

Abigail Hora, City Clerk