

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** July 5, 2022 – 7:00 PM  
**Web Page:** www.tiffin-iowa.org  
**Posted:** July 1, 2022 (website & front entry of City Hall)

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

## **Work Session - Call to Order – 5:45 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, July 5, 2022, at the City Hall Council Chambers. Mayor Pro-Tem Havens called the meeting to order at 5:48 PM. Upon roll being called the following members were present: Al Havens, Tim Orris, Skylar Limkemann, Chris Olney. Eric Schnedler 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 Olney.  
Second by Limkemann.  
All ayes, agenda approved.

### **C. Discussion of Recreation Center Options – Darryl High – High Development**

Discussion: Darryl High from High Development presented a Recreation Center Option to City Council.

### **D. Discussion and Direction on Ordinance Amendment for All-Terrain and Off-Road Utility Vehicles**

Discussion: City Administrator Doug Boldt and City Council discussed direction on All-Terrain and Off-Road Utility Vehicles.

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

### **F. Other Business**

### **G. Adjournment**

Motion to adjourn by Limkemann.  
Second by Orris.  
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, June 21, 2022, at the City Hall Council Chamber. Mayor Pro-Tem Havens called the meeting to order at 7:00 PM. Upon roll being called the following member were present: Al Havens, Chris Olney, Tim Orris, Skylar Limkemann. Eric Schnedler present via Microsoft Teams. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

#### **C. Agenda Additions/Agenda Approval**

Motion to approve agenda by Limkemann.  
Second by Orris.  
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: Tom Lampe, 430 Bear Dr, addressed the speeds throughout town.

#### **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 – Casey's General Stores
3. Approval of Cigarette License Renewal – Back Berner Bar & Grill

Motion to approve Consent Agenda which includes City Council Minutes, Liquor License Renewal and Cigarette License Renewal by Limkemann.

Second by Orris.

All ayes, consent agenda approved.

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

- 1.

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

1. Public Hearing on Ordinance No. 2022-496 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone a portion of Andersen Addition from R-2 to R-1C, in the City of Tiffin, Iowa

- a. Close Public Hearing and Proceed to H-2

Motion to open Public Hearing on Ordinance No. 2022-496 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone a portion of Andersen Addition from R-2 to R-1C, in the City of Tiffin, Iowa by Olney.

Second by Limkemann.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2022-496 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone a portion of Andersen Addition from R-2 to R-1C, in the City of Tiffin, Iowa by Orris.

Second by Limkemann.

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

#### **H. Ordinance Approval/Amendment**

1. Ordinance No. 2022-495 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Tiffin West from R-1E, to R-1B, R-1D, R-2 and C-2B, in the City of Tiffin, Iowa

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

Motion to approve Ordinance No. 2022-495 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone Tiffin West from R-1E, to R-1B, R-1D, R-2 and C-2B, in the City of Tiffin, Iowa by Orris.

Second by Olney.

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

All ayes, second reading approved.

2. Ordinance No. 2022-496 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone a portion of Andersen Addition from R-2 to R-1C, in the City of Tiffin, Iowa

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

Motion to approve Ordinance No. 2022-496 – An Ordinance Amending the Official Zoning Map of the City of Tiffin to Rezone a portion of Andersen Addition from R-2 to R-1C, in the City of Tiffin, Iowa by Orris.

Second by Olney.

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

All ayes, first reading approved.

## **I. Resolutions for Approval**

1. Resolution No. 2022-060 – A Resolution Approving a Second Extension of Grove Park as a Planned Development Overlay Concept. Motion to approve Resolution No. 2022-060 – A Resolution Approving a Second Extension of Grove Park as a Planned Development Overlay Concept by Schnedler.  
Second by Olney.  
Roll Call: Schnedler, Limkemann, Havens, Olney, Orris.  
All ayes, motion carried.
2. Resolution No. 2022-061 – A Resolution Amending Resolution No. 2022-042 and Resolution No. 2022-058 and Adjusting the Interest Rate for the Final Assessment for the 2017 Original Town Urbanization Project. Motion to approve Resolution No. 2022-061 – A Resolution Amending Resolution No. 2022-042 and Resolution No. 2022-058 and Adjusting the Interest Rate for the Final Assessment for the 2017 Original Town Urbanization Project by Limkemann.  
Second by Orris.  
Roll Call: Limkemann, Havens, Olney, Orris, Schnedler.  
All ayes, motion carried.
3. Resolution No. 2022-062 – A Resolution Setting the Date of July 19, 2022, for a Public Hearing for an Ordinance Amendment for All-Terrain Vehicles and Off-Road Utility Vehicles. Motion to approve Resolution No. 2022-062 – A Resolution Setting the Date of July 19, 2022, for a Public Hearing for an Ordinance Amendment for All-Terrain Vehicles and Off-Road Utility Vehicles by Orris.  
Second by Limkemann.  
Roll Call: Havens, Olney, Orris, Schnedler, Limkemann.  
All ayes, motion carried.
4. Resolution No. 2022-063 – A Resolution Setting the Date of July 19, 2022, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs and Authorizing Publication of Notices for the Tiffin Well #5 Pump, Controls and Watermain Project and Opening of Bids on July 21, 2022. Motion to approve Resolution No. 2022-063 – A Resolution Setting the Date of July 19, 2022, for the Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs and Authorizing Publication of Notices for the Tiffin Well #5 Pump, Controls and Watermain Project and Opening of Bids on July 21, 2022 by Limkemann.  
Second by Orris.  
Roll Call: Olney, Orris, Schnedler, Limkemann, Havens.  
All ayes, motion carried.

## **J. Old Business**

- 1.

## **K. Motions for Approval**

1. Consideration of Payables List – Motion to Approve by Orris.  
Second by Limkemann.  
All ayes, motion carried.
2. Consideration of Pay Estimate #2 – Shawver Well Company, Well #5 Improvements – Phase Two – Motion to Approve by Orris.  
Second by Limkemann.  
All ayes, motion carried.
3. Motion to have Attorney follow the advice given by the Attorney during the June 21, 2022, Closed Session by Olney.  
Second by Orris.  
All ayes, motion carried.

4. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(j) for Potential Real Estate Purchase by Orris.  
Second by Limkemann.  
Roll Call: Havens, Orris, Schnedler, Olney, Limkemann.  
Motion to adjourn from Closed Session into Regular Session by Limkemann.  
Second by Orris.  
Roll Call: Orris, Schnedler, Olney, Limkemann, Havens.  
All ayes, motion carried.
5. Discussion and Consideration of Approval of Easement Agreement and Council Action as Needed. Motion to prepare the easement agreement which includes the following terms: payment to the property owner, repair sidewalk on west corner of the lot, build small retaining wall around electrical box and replace as many trees as possible by Olney.  
Second by Orris.  
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 – City Council Report: Council Person Olney asked for an update on the roundabout project.
3. Director of Public Work's Report – Discussion: Public Work's Director Brian Detert reported lots of materials have arrived for the new Public Works facility.
4. Building Official's Report – Discussion: Building Official Brian Shay gives update on Residential Building Lot Inventory.
5. Recreation Director's Report – Discussion: Recreation Director Frank Haege and Deputy City Clerk Brianna Wilkerson gave update on Rec Fest. The date is July 23, 2022 at City Park.
6. City Engineer's Report – Written Report in Packet.
7. City Attorney's Report – Nothing to Report.
8. City Administrator's Report – Discussion: City Administrator Doug Boldt discussed his written report.

**N. Adjournment**

Motion to adjourn by Limkemann.  
Second by Orris.  
All ayes, meeting adjourned at 8:21 PM.



*July 6th, 2022*

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*Abigail Hora, City Clerk*