

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: July 19, 2022 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: July 15, 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 – 6:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, July 19, 2022, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:35 PM. Upon roll being called the following members were present: Al Havens, Skylar Limkemann, Chris Olney, Eric Schnedler. Tim Orris present via phone. Others present City Administrator Doug Boldt, Building Official Brian Shay and City Attorney Bob Michael.

B. Agenda Additions/Agenda Approval

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

C. Discussion, Review and Direction on Ordinance Amendment for All-Terrain and Off-Road Utility Vehicles

Discussion: Jeremy Stolba – Vice President of HCCRA and President of Johnson County Recreational Vehicle Association was at the work session to answer questions about the new State Code for all-terrain and off-road utility vehicles. Jeremy has been reaching out to the communities in Johnson County to discuss the new state code. A draft of a city ordinance will be on the August 2nd agenda.

D. Discussion and Consideration of Meal Reimbursement change to City of Tiffin Personnel Handbook

Discussion: City Administrator Doug Boldt discussed the proposed change to the meal reimbursement portion of the personnel handbook raising it from \$30 a day to \$50 a day. This item is also on the regular agenda for formal action.

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 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, July 19, 2022, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 7:01 PM. Upon roll being called the following members were present: Al Havens, Chris Olney, Skylar Limkemann, Eric Schnedler. Tim Orris present via phone. Others present City Administrator Doug Boldt.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Limkemann.

Second by Schnedler.

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 Clerk/Treasurer's Report

3. Approval of Liquor License – Back Berner Bar & Grill – Tiffin Rec Fest

Mayor Berner has recused himself from the discussion.

Motion to approve Consent Agenda which includes City Council Minutes, Clerk/Treasurer's Report and Liquor License for Rec Fest by Limkemann.

Second by Schnedler.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1. Public Hearing on an Ordinance Amendment for All-Terrain Vehicles and Off-Road Utility Vehicles

a. Close Public Hearing

Motion to open Public Hearing on an Ordinance Amendment for All-Terrain Vehicles and Off-Road Utility Vehicles by Havens.

Second by Olney.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on an Ordinance Amendment for All-Terrain Vehicles and Off-Road Utility Vehicles by Havens.

Second by Schnedler.

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

2. Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs for Tiffin Well #5 Pump, Controls and Watermain Project

a. Close Public Hearing and Proceed to I-1

Motion to open Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs for Tiffin Well #5 Pump, Controls and Watermain Project by Olney.

Second by Schnedler.

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

Discussion: Nothing Received at City Hall. Dave Schechinger from V&K was at the meeting to answer questions. Bids for the project are due at 10:00 a.m. on Thursday, July 21st.

Motion to close Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs for Tiffin Well #5 Pump, Controls and Watermain Project by Schnedler.

Second by Havens.

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

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 Third and Final 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 Havens.

Second by Limkemann.

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

All ayes, third and final 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 Second Reading and Proceed to Third 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 Schnedler.

Second by Limkemann.

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

All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution No. 2022-064 – A Resolution Approving Plans, Specifications, Form of Contract, and Estimate of Costs for the Tiffin Well #5 Pump, Controls and Watermain Project. Motion to approve Resolution No. 2022-064 – A Resolution Approving Plans, Specifications, Form of Contract, and Estimate of Costs for the Tiffin Well #5 Pump, Controls and Watermain Project by Havens.

Second by Limkemann.

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

All ayes, motion carried.

2. Resolution No. 2022-065 – A Resolution Approving the Revised Preliminary Plat of Prairie Village Commercial Part 3, Tiffin, Iowa. Motion to approve Resolution No. 2022-065 – A Resolution Approving the Revised Preliminary Plat of Prairie Village Commercial Part 3, Tiffin, Iowa. Motion to amend resolution that as a condition of the approval of the preliminary plat, the final plat will not be approved without the developer's agreement having been approved by Havens.

Second by Limkemann.

All ayes, motion carried.

Motion to Approve as amended by Limkemann.

Second by Havens.

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

All ayes, motion carried.

3. Resolution No. 2022-066 – A Resolution Authorizing the Entering into a Developer's Agreement with Iowa Development Group Inc., Tiffin, Iowa, for Prairie Village Commercial Part 3. Motion to table Resolution No. 2022-066 – A Resolution Authorizing the Entering into a Developer's Agreement with Iowa Development Group Inc., Tiffin, Iowa, for Prairie Village Commercial Part 3 by Schnedler.

Second by Havens.

Discussion: Would like one side of street to have a sidewalk on it before the final plat. Would like to further clarify 3(H) as it relates to a timeframe, traffic counts or some kind of split of the traffic signals cost.

All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Limkemann.
Second by Orris.
All ayes, motion carried.
2. Consideration of Pay Application #5 – Woodruff Construction, Public Works Building Project –
Motion to Approve by Havens.
Second by Orris.
All ayes, motion carried.
3. Consideration of Pay Estimate #11 – Rathje Construction, Original Town Urbanization Phase Two
– Motion to Approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.
4. Discussion and Consideration of One-Time Water and Sewer Adjustment for 330 College Street,
Apartment #22 and Council Action as Needed. Motion to approve by Olney.
Second by Limkemann.
All ayes, motion carried.
5. Discussion and Consideration of Update to the City of Tiffin’s Personnel Handbook for Meal and
Mileage Reimbursement and Council Action as Needed. Motion to approve with amendment to
read as ‘for City business’ by Limkemann.
Second by Schnedler.
All ayes, motion carried.

L. Reports to be Received/Filed

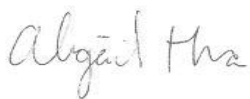
1. June Johnson County Sheriff’s Report
2. Monthly Departmental Budget Reports

M. Reports from City Personnel

1. Mayor’s Report – Discussion: Nothing to Report.
2. City Council Reports – Discussion: Councilperson Limkemann talked about having the Sheriff’s
Department conduct some special traffic enforcement events in town. Talked about the EMS bill
and how it will not be on the November ballot now because there is not enough time. Talked
about LOSST and the potential benefits to Tiffin.
3. Director of Public Work’s Report – Discussion: Nothing to Report.
4. Building Official’s Report – Discussion: Nothing to Report.
5. Recreation Director’s Report – Discussion: Rec Fest this Saturday.
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 had a follow-up
meeting with Darryl High for the potential recreation facility. Stated August work sessions will
start departmental tours. Also discussed the possibility of additional baseball fields in the park.

N. Adjournment

Motion to adjourn by Schnedler.
Second by Olney.
All ayes, meeting adjourned at 8:20 p.m.



July 20th, 2022

Abigail Hora, City Clerk