

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** August 2, 2022 – 7:00 PM  
**Web Page:** [www.tiffin-iowa.org](http://www.tiffin-iowa.org)  
**Posted:** July 29, 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 – 6:00 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, August 2, 2022, 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: Al Havens, Skylar Limkemann, Chris Olney, Eric Schnedler, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

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

Motion to approve agenda by Schnedler.

Second by Orris.

All ayes, agenda approved.

### **C. Departmental Tour of the Wastewater Treatment Plant**

Motion to temporarily adjourn and travel to WWTP by Schnedler.

Second by Orris.

All ayes, meeting temporarily adjourned at 6:01 PM.

Motion to return from temporary adjournment at the lift station by Schnedler.

Second by Orris.

All ayes, motion carried.

Motion to temporarily adjourn and travel back to City Hall by Schnedler.

Second by Orris.

All ayes, meeting temporarily adjourned at 7:00 PM.

### **D. Discussion and Consideration of a Memorandum of Understanding as it pertains to Compensatory Time Off**

### **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 Havens.

All ayes, meeting adjourned at 7:05 PM.

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

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, August 2, 2022, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 7:06 PM. Upon roll being called the following members were present: Al Havens, Chris Olney, Skylar Limkemann, Eric Schnedler, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

**C. Agenda Additions/Agenda Approval**

Motion to approve agenda by Havens.

Second by Olney.

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 – Casa Tequila Authentic Mexican Grill

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

Second by Orris.

All ayes, consent agenda approved.

**F. Mayoral Proclamation**

1.

**G. Public Hearing**

1.

**H. Ordinance Approval/Amendment**

1. 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 Third and Final 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 Limkemann.

Second by Havens.

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

All ayes, third and final reading approved.

2. Ordinance No. 2022-497 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Chapter 75, All-Terrain Vehicles, Off-Road Vehicles, and Snowmobiles

a. Motion to Approve First Reading

Motion to approve Ordinance No. 2022-497 – An Ordinance Amending the Municipal Code of Tiffin, Iowa, Chapter 75, All-Terrain Vehicles, Off-Road Vehicles, and Snowmobiles by Orris.

Second by Limkemann.

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

All ayes, first reading approved.

**I. Resolutions for Approval**

1. Resolution No. 2022-067 – A Resolution to Award the Bid for the Well #5 Pump, Controls and Watermain Project. Motion to approve Resolution No. 2022-067 – A Resolution to Award the Bid for the Well #5 Pump, Controls and Watermain Project by Havens.

Second by Schnedler.

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

All ayes, motion carried.

2. Resolution No. 2022-068 – A Resolution Approving a Memorandum of Understanding for Additional Language to the Collective Bargaining Agreement between the American Federation of State, County and Municipal Employees as it pertains to Compensatory Time Off. Motion to

approve Resolution No. 2022-068 – A Resolution Approving a Memorandum of Understanding for Additional Language to the Collective Bargaining Agreement between the American Federation of State, County and Municipal Employees as it pertains to Compensatory Time Off by Limkemann.

Second by Orris.

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

All ayes, motion carried.

3. Resolution No. 2022-069 – A Resolution Approving the Updated Tiffin Fire Department Stipend Program. Motion to table Resolution No. 2022-069 – A Resolution Approving the Updated Tiffin Fire Department Stipend Program by Havens.

Second by Orris.

Limkemann obtained.

All ayes, motion carried.

4. Resolution No. 2022-070 – A Resolution to Authorize the Mayor and City Clerk to Sign the Real Estate Purchase Agreement and all Necessary Documents to take all Necessary Actions for the Sanitary Sewer Interceptor Project. Motion to approve Resolution No. 2022-070 – A Resolution to Authorize the Mayor and City Clerk to Sign the Real Estate Purchase Agreement and all Necessary Documents to take all Necessary Actions for the Sanitary Sewer Interceptor Project by Limkemann.

Second by Havens.

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

All ayes, motion carried.

#### **J. Old Business**

1. 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 approve 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 Orris.

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

All ayes, motion carried.

#### **K. Motions for Approval**

1. Consideration of Payables List – Motion to Approve by Olney.

Second by Orris.

All ayes, motion carried.

2. Consideration of Pay Application #1 – Nolans Lawn Care, Original Town Urbanization Phase Two Retaining Wall Project – Motion to Approve by Limkemann.

Second by Havens.

All ayes, motion carried.

3. Consideration of Change Order #17 – Rathje Construction, Original Town Urbanization Phase Two – Motion to Approve by Havens.

Second by Orris.

All ayes, motion carried.

4. Discussion and Consideration of Position Promotion for Colton Beckler from Public Works Worker I to Public Works Worker II and Council Action as Needed. Motion to approve by Limkemann.

Second by Olney.

All ayes, motion carried.

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

1. 2022 Spring/Summer Baseball/Softball Recreation Budget Summary

**M. Reports from City Personnel**

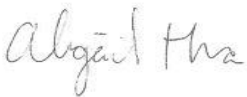
1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Limkemann and Schnedler thanked Brianna Wilkerson and Frank Haege on the success of Tiffin Rec Fest 2022.
3. Director of Public Work's Report – Discussion: Public Works Director Brian Detert reported various project updates including the Public Works Building.
4. Building Official's Report – Nothing to Report.
5. Recreation Director's Report – Discussion: Recreation Director Frank Haege reported fall sports will begin soon.
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 reported that CIPCO will close Forevergreen Road at the Old North Park Road intersection on Thursday August 11<sup>th</sup> from 6PM for 5-6 hours.

**N. Adjournment**

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 7:52 PM.



*August 3rd, 2022*

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*Abigail Hora, City Clerk*