

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: March 21, 2023 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: March 17, 2023 (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 21, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:01 PM. Upon roll being called the following members were present: Chris Olney, Al Havens, Eric Schnedler, Tim Orris. Absent: Skylar Limkemann. 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. Discussion and Ranking of City of Tiffin Capital Improvements Projects

Discussion: City Administrator Doug Boldt and City Council discussed their priorities on the CIP for the City of Tiffin.

D. Discussion and Update of Potter Creek Interceptor Sewer Project options

Discussion: City Administrator Doug Boldt discussed two possible options to re-engineer the Potter Creek Interceptor Sewer Project.

E. Discussion and Consideration of adding a Building Inspector II Position and Construction Inspector I Position to the Collective Bargaining Agreement

Discussion: Building Official Brian Shay discussed Construction Inspector I Position and Building Inspector II.

F. Questions from Council Members regarding items on the Regular City Council Agenda or Reports

G. Other Business

H. Adjournment

Motion to adjourn by Orris.

Second by Schnedler.

All ayes, meeting adjourned at 7:02 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 21, 2023, 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: Chris Olney, Eric Schnedler, Al Havens, Tim Orris. Absent: Skylar Limkemann. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to move K-4 after consent agenda by Havens.

Second by Orris.

Motion to approve as amended by Schnedler.

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.

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 Summary of Receipts Report

3. Approval of Clerk/Treasurer's Report

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts and Clerk/Treasurer's Report by Havens.

Second by Olney.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1. Public Hearing on the Annexation of Certain Property to the City of Tiffin, Iowa

a. Close Public Hearing and Proceed to I-1

Motion to open Public Hearing on the Annexation of Certain Property to the City of Tiffin, Iowa by Orris.

Second by Schnedler.

Roll Call: Havens, Orris, Olney, Schnedler.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on the Annexation of Certain Property to the City of Tiffin, Iowa by Schnedler.

Second by Orris.

Roll Call: Orris, Olney, Schnedler, Havens.

H. Ordinance Approval/Amendment

1.

I. Resolutions for Approval

1. Resolution No. 2023-019 – A Resolution Approving the Annexation of Certain Property to the City of Tiffin, Iowa, located at 3287 Ireland Avenue NW. Motion to approve Resolution No.

2023-019 – A Resolution Approving the Annexation of Certain Property to the City of Tiffin, Iowa, located at 3287 Ireland Avenue NW by Orris.

Second by Schnedler.

Roll Call: Olney, Schnedler, Havens, Orris.

All ayes, motion carried.

2. Resolution No. 2023-020 – A Resolution Approving the Closure of Main Street from Second Street to Third Street on Saturday, March 25, 2023, at 8:00 p.m. until 1:30 p.m. on Sunday, March 26, 2023, for the purpose of the Tiffin Emergency Responders' Association Pancake Breakfast. Motion to approve Resolution No. 2023-020 – A Resolution Approving the Closure of Main Street from Second Street to Third Street on Saturday, March 25, 2023, at 8:00 p.m. until 1:30 p.m. on

Sunday, March 26, 2023, for the purpose of the Tiffin Emergency Responders' Association Pancake Breakfast by Havens.

Second by Orris.

Roll Call: Schnedler, Havens, Orris, Olney.

All ayes, motion carried.

3. Resolution No. 2023-021 – A Resolution Setting the Date of April 4, 2023, for the Conveyance and Dedication of a Stormwater Management Easement in the Tiffin City Park to Hawk Wash, LLC. Motion to approve Resolution No. 2023-021 – A Resolution Setting the Date of April 4, 2023, for the Conveyance and Dedication of a Stormwater Management Easement in the Tiffin City Park to Hawk Wash, LLC by Havens.

Second by Orris.

Roll Call: Havens, Orris, Olney, Schnedler.

All ayes, motion carried.

J. Old Business

1. Resolution No. 2023-016 – A Resolution Setting the Date of April 18, 2023, for a Public Hearing for the FY 2023-2024 Budget. Motion to approve Resolution No. 2023-016 – A Resolution Setting the Date of April 18, 2023, for a Public Hearing for the FY 2023-2024 Budget by Orris.

Second by Havens.

Roll Call: Orris, Olney, Schnedler, Havens.

All ayes, motion carried.

K. Motions for Approval

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

Second by Orris.

All ayes, motion carried.

2. Consideration of City Hall Rental – Blood Drive – Tiffin Lions Club – Motion to Approve by Orris.

Second by Schnedler.

All ayes, motion carried.

3. Consideration of Pay Estimate #13 – Woodruff Construction, Tiffin Public Works Building – Motion to Approve by Havens.

Second by Olney.

All ayes, motion carried.

4. Discussion and Consideration of Easter Egg Sponsorship and Council Action as Needed. Motion to approve \$500 donation with an additional donation of \$250 if TERA is unable to add \$250 by Schnedler.

Second by Havens.

All ayes, motion carried.

5. Discussion and Consideration to Purchase a Membership to the International Council of Shopping Centers (ICSC) and Council Action as Needed. Motion to approve \$125 annual membership by Schnedler.

Second by Orris.

All ayes, motion carried.

L. Reports to be Received/Filed

1. February Johnson County Sheriff's Activity Report
2. Monthly Departmental Budget Report

M. Reports from City Personnel

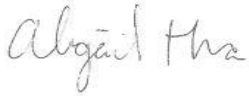
1. Mayor's Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Olney would like an employee spotlight to be added to the newsletter.
3. Director of Public Work's Report – Discussion: Public Works Director Brian Detert reported the fountain will need to be replaced.
4. Building Official's Report – Discussion: Building Official Brian Shay reported PinSeekers went vertical this past week.
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 discussed his written report.

N. Adjournment

Motion to adjourn by Orris.

Second by Schnedler.

All ayes, meeting adjourned at 8:11 PM.



March 22nd, 2023

Abigail Hora, City Clerk