

City of Tiffin, Iowa

Meeting:	Tiffin Regular City Council Meeting
Place:	Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time:	July 16, 2019 – 7:00 PM
Web Page:	www.tiffin-iowa.org
Posted:	July 12, 2019 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Jim Bartels	City Attorney:	Robert Michael/Crystal Raiber
Council At Large:	Al Havens	City Clerk:	Ashley Platz
Council At Large:	Eric Schnedler	D. of Public Works:	Brett Mehmen
Council At Large:	Mike Ryan	City Engineer:	Hart-Frederick
Council At Large:	Peggy Upton		

Call to Order – 5:45 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, July 16, 2019 at the City Hall Council Chambers. Mayor Berner called the meeting to order at 5:45 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Peggy Upton, Mike Ryan (Arrived at 5:48 PM). Others present City Administrator Doug Boldt, City Clerk Ashley Platz, City Engineer Ben Carhoff and others present.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.
Second by Bartels.
All ayes, motion carried.

C. Park Place City Center Part One, Lot 7 – OPD Presentation – Scott Andersen

Discussion: Developer Scott Andersen, present and explained that Lot 7 will be a mirror image of Lot 1's building which council has already approved. Developer provided rendering of the elevations and look of the building. Developer fielded questions from Building Official and Council. Discussions on not doing Lot 1 yet since the tenants wanted to be in Lot 7. Discussions on finishing in 2021.
Mike Ryan arrived at 5:48 PM

D. Discussion and Review of FY 18 City of Tiffin Audit

Discussion: City Administrator Doug Boldt discussed the FY 18 Audit. Discussed the findings from the state auditor's office and discussion on the improvements the City has made.

E. Discussion and Review of General Obligation Bond for Street Improvements

Discussion: Heidi Kuhl, Northland Securities presented the Debt Book for Tiffin. Discussion on debt the City has outstanding and discussions on the debt limit. Discussions on a conservative 5% growth rate the City will not have to raise the debt service levy.

F. Discussion of Additional No Parking in Tiffin Heights East

Discussion: Eric Holzhueter 572 Dakota. Presented that in the Tiffin Heights East covenants have stated that there is no overnight parking allowed. However, this is stricter than the City's current Ordinance. City Administrator will have Public Works assess and recommend the placement of no parking signs in the development.

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

Discussion on when Mehmen Avenue will be opening.

H. Other Business

I. Adjournment

Motion to adjourn by Ryan.

Second by Schnedler.

All ayes, meeting adjourned at 7:02 PM

Council Meeting

A. Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, July 16, 2019 at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:05 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Peggy Upton, Mike Ryan. Others present City Administrator Doug Boldt, City Clerk Ashley Platz, Building Official Brian Shay, City Attorney Bob Michael, City Engineer Ben Carhoff and others present.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Havens.

Second by Bartels.

All ayes, motion carried.

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.

Johnson County Deputy: Leut Adolph – confirmed will have a Deputy at the National Night Out.

The speed limit on HWY 6 is 35 MPH at all times, not just during the construction times.

John Conner – 10 Ridge Dr. – Discussion on requesting the flashing lights on the water tower.

Request that the lights stop flashing because it causes distraction and is discomfort.

Dale McKeag – 302 W Goldfinch – speed limit on HWY 6. Request to have the flashing Stop Signs to place them at Roberts Ferry Rd and Goldfinch. Traffic Lights scheduled to be operational July 30th. August 10th for seeding on Roberts Ferry Rd.

Billie McKeag – fears of head-on collision on HWY 6. Requested paint or reflective marker and barriers.

Eileen Schmidt – 506 Redbird Run. Sidewalks not complete on Roberts Ferry Road will they be ready by school start? Should be completed and opened before school at least on the west side.

Dick Huff – Ask questions regarding why waiting until August to seed, the DOT regulates this. But there will be temporary seeding soon to help with runoff.

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

Motion to approve the consent agenda which includes Council Minutes and the Clerk/Treasurer’s Report by Ryan.

Second by Havens.

All ayes, motion carried.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1.

I. Resolutions for Approval

1. Resolution 2019-086 – A Resolution taking Additional Action to enter into a General Obligation Corporate Purpose Agreement and Authorizing the use of the Updated Preliminary Official Statement for the Sale of Bonds

Motion to approve Resolution 2019-086 – A Resolution taking Additional Action to enter into a General Obligation Corporate Purpose Agreement and Authorizing the use of the Updated Preliminary Official Statement for the Sale of Bonds by Havens.

Second by Bartels.

Roll Call: Upton, Ryan, Havens, Schnedler, Bartels. All ayes, motion carried.

2. Resolution 2019-087 – A Resolution Approving the Final Plat of Park Place – Part Six

Motion to approve Resolution 2019-087 – A Resolution Approving the Final Plat of Park Place – Part Six by Ryan.

Second by Schnedler.

Roll Call: Upton, Ryan, Havens, Schnedler, Bartels. All ayes, motion carried.

3. Resolution 2019-088 – A Resolution Establishing Just Compensation for Acquisition of a Portion or an Interest in Certain Real Property owned by TAT LLC, and Amending Resolution 2019-078 for the Forevergreen Road Construction Project

Motion to approve Resolution 2019-088 – A Resolution Establishing Just Compensation for Acquisition of a Portion or an Interest in Certain Real Property owned by TAT LLC, and Amending Resolution 2019-078 for the Forevergreen Road Construction Project by Havens.

Second by Ryan.

Discussion: City Administrator gave background on reason for the amendment and the updated amount based on total square footage of each easement for both Resolution 2019-88 & 2019-89

Roll Call: Upton, Ryan, Havens, Schnedler, Bartels. All ayes, motion carried.

4. Resolution 2019-089 – A Resolution Establishing Just Compensation for Acquisition of a Portion or an Interest in Certain Real Property owned by DERS, LLC, and Amending Resolution 2019-079 for the Forevergreen Road Construction Project

Motion to approve Resolution 2019-089 – A Resolution Establishing Just Compensation for Acquisition of a Portion or an Interest in Certain Real Property owned by DERS, LLC, and Amending Resolution 2019-079 for the Forevergreen Road Construction Project by Schnedler.

Second by Havens.

Roll Call: Upton, Ryan, Havens, Schnedler, Bartels. All ayes, motion carried.

5. Resolution 2019-090 – A Resolution Waiving the City of Tiffin's 2-mile Extra-territorial Review of Ruppert Valley Addition Preliminary and Final Plats

Motion to approve Resolution 2019-090 – A Resolution Waiving the City of Tiffin's 2-mile Extra-territorial Review of Ruppert Valley Addition Preliminary and Final Plats by Upton.

Second by Havens.

Paul Ruppert – gave background as to reason for the request.

Roll Call: Upton, Ryan, Havens, Schnedler, Bartels. All ayes, motion carried.

6. Resolution 2019-091 – A Resolution Setting the Date for a Public Hearing to Rezone a portion of Shamrock Center from C-2B to M-2, in the City of Tiffin, Iowa

Motion to approve Resolution 2019-091 – A Resolution Setting the Date for a Public Hearing to Rezone a portion of Shamrock Center from C-2B to M-2, in the City of Tiffin, Iowa by Bartels.

Second by Schnedler.

Roll Call: Upton, Ryan, Havens, Schnedler, Bartels. All ayes, motion carried.

J. Old Business

1.

K. Motions for Approval

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

Second by Bartels.

All ayes, motion carried.

2. Consideration of Pay Estimate #15 – Portzen Construction – Motion to Approve by Ryan.

Second by Havens.

All ayes, motion carried.

3. Consideration of Pay Estimate #10 – Vieth Construction – Motion to Approve by Havens.

Second by Ryan.

All ayes, motion carried.

4. Consideration of Pay Estimate #1 – Rathje Construction – Motion to Approve by Havens.

Second by Ryan.

All ayes, motion carried.

5. Consideration of Change Order #3 – Rathje Construction – Motion to Approve and recommend not to exceed three (3) working days by Ryan.

Second by Schnedler.

All ayes, motion carried.

6. Consideration of Pay Estimate #4 – Price Industrial – Motion to Approve by Havens.

Second by Schnedler.

All ayes, motion carried.

7. Discussion and Consideration to Approve Purchase Agreement for 2793 Highway 6, Tiffin, Iowa and Council Action as Needed

Motion to approve the Purchase Agreement for 2793 Highway 6, Tiffin, Iowa by Ryan.

Second by Havens.

Discussion regarding the cross-parking agreement and the further details will need to work out with the property owner.

All ayes, motion carried.

8. Discussion and Consideration to Approve Purchase Agreement for the Northerly Portion of 607 E Marengo Road (approximately 2510 square feet), Tiffin, Iowa and Council Action as Needed
Discussion by Mayor Berner explained the driveway access that will need to be purchased.

Motion to approve the Purchase Agreement for the Northerly Portion of 607 E Marengo Road (approximately 2510 square feet), Tiffin, Iowa by Bartels.

Second by Schnedler.

All ayes, motion carried.

9. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(j) for Potential Real Estate Purchase by Havens.

Second by Schnedler.

Roll Call: Havens, Ryan, Schnedler, Upton, Bartels. Closed at 8:12 PM

Motion to adjourn from Closed Session into Regular Session by Schnedler.

Second by Ryan.

Roll Call: Havens, Ryan, Schnedler, Upton, Bartels. Opened Regular session at 8:39 PM

10. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(i) – City Administrator Performance Evaluation by Bartels.

Second by Havens.

Roll Call: Havens, Ryan, Schnedler, Upton, Bartels. Closed at 8:41 PM

Motion to adjourn from Closed Session into Regular Session by Schnedler.

Second by Havens.

Roll Call: Havens, Ryan, Schnedler, Upton, Bartels. Opened Regular session at 8:49 PM

L. Reports to be Received/Filed

1. June Johnson County Sheriff's Activity Report

M. Reports from City Personnel

1. Mayor's Report – MPOjc – Corridor Rides bus pamphlets will be available at City Hall. Discussion on temporary trail with DOT. DOT will do a quick study to see what can be done.
2. City Council Reports – Discussion on the Roundabout project discussion on timeline.
3. Director of Public Work's Report – Nothing to report, was on vacation.
4. Building Official's Report – New Building Inspector Nick Sitzman started Monday.
5. City Engineer's Report – 7/30 Traffic lights should be operational. We will have signage before starting. Original Town Urbanization project is moving forward. Park Rd paving will have asphalt done next week. Soil issues on Roberts Ferry Road. Roundabout going well. Soccer fields parking lot expansion should start next week. Railroad Crossing still needs pavement before opening. Portzen is working on cleaning the tanks and may not be able to reuse parts from the old tanks to the new tanks like thought and may cause \$12k change order at Wastewater Treatment Plan Project.
6. City Attorney's Report – Nothing to report.
7. City Administrator's Report – Jason Dumont – Park Place Pt 3 – Final Plat wanted to be on this agenda and wanted to ask if Council would entertain a special meeting. July 23 at 6:00 PM as a special council meeting. City Engineer advised that Dumont is mostly done except for some minor items that are going to be addressed this week.

N. Adjournment

Motion to adjourn by Ryan.

Second by Havens.

All ayes, meeting adjourned at 8:51 PM



Ashley Platz, City Clerk

July 16, 2019