

City of Tiffin, Iowa

Meeting:	Tiffin Regular City Council Meeting
Place:	Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time:	January 8, 2018 – 7:00 PM
Web Page:	www.tiffin-iowa.org
Posted:	January 4, 2018 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Jim Bartels	City Attorney:	Robert Michael
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		

Work Session – 6:15 PM

A. Roll Call

The City of Tiffin City Council met in a work session at the City Hall Council Chambers on Tuesday, January 8, 2019. Mayor Berner called the meeting to order at 6:15 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Peggy Upton, Eric Schnedler. Absent: Mike Ryan. Other members present: City Administrator Doug Boldt, City Clerk Ashley Platz, Building Official Brian Shay, City Engineer Ben Carhoff and others.

B. Agenda Additions/Agenda Approval

Motion to approve Bartels.
Second by Upton.
All ayes, agenda approved.

C. Discussion and Review of Ridgeway Heights Neighborhood Open Space Requirement

Discussion: Doug Boldt, City Administrator provided Council with an explanation of the adjustments to the open space requirements related to the developer's agreement.

D. Discussion of Invoice from 220 Cherry Lane in reference to Water Runoff Issue

Discussion: Gerry Knock, 220 Cherry Ln, request to help pay for invoice for repairs to property due to his perceived "City Water" from the City Park since the installation of the park. Council under agreement that if City Water is causing issues then reimbursement is reasonable. However, Council would like to go check on the property and the sidewalk. Will put item on next agenda for further discussion.

E. Discussion of FY 2019-2020 Budget

Doug Boldt presented the Budgeted Revenues for FY 19-20. Boldt asked Council to think about some expenses they may see needs for.

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

G. Other Business

H. Adjournment

Motion to adjourn work session by Havens.
Second by Upton.
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 met in a regular session at the City Hall Council Chambers on Tuesday, January 8, 2019. Mayor Berner called the meeting to order at 7:02 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Peggy Upton, Eric Schnedler. Absent: Mike Ryan. Other members present: City Administrator Doug Boldt, City Clerk Ashley Platz, Building Official Brian Shay, City Engineer Ben Carhoff, City Attorney Crystal Raiber, and others.

C. Agenda Additions/Agenda Approval

Motion to approve the agenda by Bartels.

Second by Upton.

All ayes, agenda approved

D. Communications and Reports:

Deputy Adolph – Johnson County Sheriff – Discussion about Roberts Ferry Road should only be Local Traffic and will be ticketing all violators and City will also install a more permanent barrier at the top of Roberts Ferry Rd at the end of pavement to end traffic except for residents living on Roberts Ferry Rd.

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. Appointment of Mike Ryan Mayor Pro-Tem
3. Approval of Liquor License Renewal – Bella Sala

Motion to approve the Consent Agenda which includes the approval of the City Council Meeting Minutes, Appointment of Mike Ryan – Mayor Pro-Tem and the approval of the Renewal of Bella Sala’s Liquor License by Bartels.

Second by Schnedler.

All ayes, motion carried.

F. Mayoral Proclamation

- 1.

G. Public Hearing

- 1.

H. Ordinance Approval/Amendment

- 1.

I. Resolutions for Approval

1. Resolution 2019-001 – A Resolution Approving the Preliminary Plat for Ridgeway Heights

Motion to approve Resolution 2019-001 – A Resolution Approving the Preliminary Plat for Ridgeway Heights by Havens.

Second by Upton.

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

2. Resolution 2018-002 – A Resolution Authorizing Entering into an Agreement with Ridgeway Heights for a Developer’s Agreement

Motion to amend Agreement to reflect language 3.C-4 to complete sidewalk crosswalks at Ridgeway and James Ave by Havens.

Second by Bartels.

All ayes, motion carried.

Motion to approve Amended Resolution 2018-002 – A Resolution Authorizing Entering into an Agreement with Ridgeway Heights for a Developer’s Agreement by Upton.

Second by Schnedler.

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

3. Resolution 2019-003 – A Resolution Setting a Date of Public Hearing to Rezone Prairie Village – Part 2

Motion to approve Resolution 2019-003 – A Resolution Setting a Date of Public Hearing to Rezone Prairie Village – Part 2 by Upton

Second by Havens.

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

4. Resolution 2019-004 – A Resolution Setting a Date of Public Hearing to Amend the Sign Regulation Ordinance to Remove Advertising Signs

Motion to approve Resolution 2019-004 – A Resolution Setting a Date of Public Hearing to Amend the Sign Regulation Ordinance to Remove Advertising Signs by Bartels.

Second by Havens.

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

5. Resolution 2019-005 – A Resolution Setting a Date of Public Hearing to Add Third Story Apartments to the C-1S Zoning District

Motion to approve Resolution 2019-005 – A Resolution Setting a Date of Public Hearing to Add Third Story Apartments to the C-1S Zoning District by Schnedler.

Second by Bartels.

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

6. Resolution 2019-006 – A Resolution Setting a Date of Public Hearing to Amend Ordinance 2018-428 to Allow Garages to Encroach in the Front Yard Setback

Motion to approve Resolution 2019-006 – A Resolution Setting a Date of Public Hearing to Amend Ordinance 2018-428 to Allow Garages to Encroach in the Front Yard Setback by Havens.

Second by Upton.

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

7. Resolution 2019-007 – A Resolution Setting a Date of Public Hearing to Amend Ordinance 2018-442, An Ordinance Vacating a Portion of Existing Park Road in Tiffin, Iowa, to Include a Completion Date for the Private Street

Motion to Resolution 2019-007 – A Resolution Setting a Date of Public Hearing to Amend Ordinance 2018-442, An Ordinance Vacating a Portion of Existing Park Road in Tiffin, Iowa, to Include a Completion Date for the Private Street by Upton.

Second by Havens.

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

J. Old Business

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Schnedler.
Second by Havens.
All ayes, motion carried.

2. Consideration of Pay Estimate #1 – Dave Schmitt Construction Company – Motion to Approve by Havens.
Second by Bartels.
All ayes, motion carried.
3. Consideration of Pay Estimate #10 – Portzen Construction – Motion to Approve by Havens.
Second by Bartels.
All ayes, motion carried.
4. Consideration of City Council Appointments (below) and Council Action as Needed
 - a. City Clerk – Ashley Platz
 - b. City Attorney – Holland, Michael, Raiber & Sittig PLC
 - c. City Engineer – Hart-Frederick Consultants, P.C.
 - d. Official Newspaper – North Liberty LeaderMotion to approve the Appointing Ashley Platz – City Clerk, Holland, Michael, Raiber & Sittig PLC – City Attorney, Hart-Frederick Consultants, P.C. – City Engineer and North Liberty Leader as the Official Newspaper of Publication by Upton.
Second by Bartels.
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 – Watershed meeting next Wednesday – Havens & Bartels will attend.
3. Director of Public Work's Report – Closer to starting up the new addition for the Waste Water Plant. New meter system training.
4. Building Official's Report – Next Meeting will present Calendar year report of Building Permits issued this year and compare to the last five years.
5. City Engineer's Report – Updating the SUDAS amendments. Amendments are mostly due to the requests of the Utility companies and the easements. Sewer Study will be presented by February. Vieth Construction sent invoice for request for payment and Ben Carhoff explained the invoice and advised of the CO that will be submitted for cold weather protection.
6. City Attorney's Report – Nothing to report.
7. City Administrator's Report – CIP update parking lot north of Dog Park for the Ball Fields. Will bring CIP back for approval. This item was accidentally removed during the last update. Mitch King will be presenting a proposal at a meeting in February. OPD Update. Culvert Project may need a 30 day extension due to weather MMS is unable to TOPO the area.

N. Adjournment

Motion to adjourn by Havens.

Second by Schnedler.

All ayes, meeting adjourned at 8:00 PM



Ashley Platz, City Clerk

January 8, 2019