

City of Tiffin, Iowa

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| Meeting: | Tiffin Regular City Council Meeting |
| Place: | Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340 |
| Date/Time: | February 19, 2019 – 7:00 PM |
| Web Page: | www.tiffin-iowa.org |
| Posted: | February 15, 2019 (website & front entry of City Hall) |

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|--------------------------|----------------|----------------------------|----------------|
| 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

A. Roll Call

The City of Tiffin City Council held a work session on February 19, 2019 at the Tiffin City Hall Council Chambers. Mayor Steve Berner called the meeting to order at 6:16 PM. Upon roll being called the following Council Members were present: Eric Schnedler, Mike Ryan, Peggy Upton, Jim Bartels, Al Havens. Absent: None. Also present City Administrator Doug Boldt, City Clerk Ashley Platz, City Engineer Ben Carhoff, City Building Official Brian Shay and others present.

B. Agenda Additions/Agenda Approval

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

C. Discussion and Review of Sanitary Sewer Capacity Study – Ben Carhoff

Discussion: Ben Carhoff, City Engineer presented council with the Sanitary Sewer Capacity Study and highlighted the recommended projects the City needs tackle. He advised the City will need to fix the inflow and infiltration issues to help reduce the flows. Ben fielded questions from Council and Mayor regarding different ways to remedy some of the inflow issue. Reduction of I & I will help extend the life of the plant and helps as a cushion. Council discussed needing to aggressively reduce the I & I.

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

E. Other Business

F. Adjournment

Motion to adjourn work session by Schnedler.
Second by Ryan.
All ayes, meeting adjourned at 7:01 PM

Council Meeting

A. Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a work session on February 19, 2019 at the Tiffin City Hall Council Chambers. Mayor Steve Berner called the meeting to order at 7:02 PM. Upon roll being called the following Council Members were present: Eric Schnedler, Mike Ryan, Peggy Upton, Jim Bartels, Al Havens. Absent: None. Also present City Administrator Doug Boldt, City Clerk Ashley Platz, City Attorney Crystal Raiber, City Engineer Ben Carhoff, City Building Official Brian Shay and others present.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Bartels.
Second by Upton.
Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, motion carried.

D. Communications and Reports

Johnson County Deputy Adolph – present nothing to report.

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, City Council and CCA Joint Work Session Minutes and Special City Council Minutes
2. Approval of Clerk/Treasurer’s Report
3. Approval of Liquor License Renewal – Throttle Down Sports Bar & Grill

Motion to approve the Consent Agenda which includes Council Minutes, Clerk Report, Liquor license Renewal for Throttle Down. by Bartels.

Second by Ryan.

All ayes, motion carried.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing for Ordinance No. 2019-431 – An Ordinance Rezoning Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa

- a. Close Public Hearing and Proceed to H-5

Motion to open a Public Hearing for Ordinance No. 2019-431 – An Ordinance Rezoning Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa by Upton.

Second by Schnedler.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, public hearing opened at 7:06 PM

Discussion: Nothing received at City Hall and no public present.

Motion to close by Close

Second by Ryan.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, public hearing closed at 7:10 PM

2. Public Hearing for Ordinance No. 2019-432 – An Ordinance Rezoning Lot 1, Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa

- a. Close Public Hearing and Proceed to H-6

Motion to open Public Hearing for Ordinance No. 2019-432 – An Ordinance Rezoning Lot 1, Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa by Ryan.

Second by Schendler.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, public hearing opened at 7:15 PM

Discussion: Nothing received at City Hall and no public present.

Motion to close by Bartels.

Second by Upton.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, public hearing closed at 7:15 PM

H. Ordinance Approval/Amendment

1. Ordinance No. 2019-445 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, from R-1E to R-2 for Prairie Village – Part Two, Tiffin, Johnson County, Iowa and Legally Described Herein

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2019-445 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, from R-1E to R-2 for Prairie Village – Part Two, Tiffin, Johnson County, Iowa and Legally Described Herein by Ryan.

Second by Bartels.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, final reading approved.

2. Ordinance No. 2019-446 – An Ordinance to Amend the Tiffin Zoning Ordinance No. 2007-287 Amending Section 6, Sign Regulations, Table 1, Number and Area Regulations for Signs in Commercial and Industrial Zones

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2019-446 – An Ordinance to Amend the Tiffin Zoning Ordinance No. 2007-287 Amending Section 6, Sign Regulations, Table 1, Number and Area Regulations for Signs in Commercial and Industrial Zones by Upton.

Second by Ryan.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, final reading approved.

3. Ordinance No. 2019-447 – An Ordinance to Amend the Tiffin Zoning Ordinance No. 2007-287 Amending the C-1S, Commercial Specialized District Downtown Center

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2019-447 – An Ordinance to Amend the Tiffin Zoning Ordinance No. 2007-287 Amending the C-1S, Commercial Specialized District Downtown Center by Schnedler.

Second by Ryan.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, final reading approved.

4. Ordinance No. 2019-448 – An Ordinance to Amend the Tiffin Zoning Ordinance No. 2007-287 and Ordinance No. 2018-428 Amending Section 3.05, Adding Exceptions to the Front Yard Setbacks for Attached Garages

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2019-448 – An Ordinance to Amend the Tiffin Zoning Ordinance No. 2007-287 and Ordinance No. 2018-428 Amending Section 3.05, Adding Exceptions to the Front Yard Setbacks for Attached Garages by Havens.

Second by Schnedler.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. All ayes, final reading approved.

5. Ordinance No. 2019-431 – An Ordinance Rezoning Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa

- a. Motion to Approve First Reading and Proceed to Second Reading

Motion to approve Ordinance No. 2019-431 – An Ordinance Rezoning Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Concept District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa by Ryan.

Second by Schnedler.

Discussion: Item I-1 Resolution 2019-014 (the legal description needs to be removed for portions for lots 9 & 10 because they are not rezoned yet.

Motion to amend the Ordinance by removing the legal description for lots 9 & 10 by Ryan

Second by Bartels.

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

6. Ordinance No. 2019-432 – An Ordinance Rezoning Lot 1, Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa

- a. Motion to Approve First Reading and Proceed to Second Reading

Motion to approve Ordinance No. 2019-432 – An Ordinance Rezoning Lot 1, Park Place City Center, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Park Place City Center, Tiffin, Iowa by Schnedler.

Second by Ryan.

Discussion: Regarding acreage required for OPD's. This particular OPD is a site within the OPD of Park Place City Center OPD

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

I. Resolutions for Approval

1. Resolution 2019-013 – A Resolution Setting the Date for a Public Hearing to Amend the Municipal Code of Tiffin, Iowa, Chapter 92, Water Rates, Chapter 95, Sanitary Sewer System and Chapter 99, Sewer User Charge System, for Water and Sewer Service Outside the City Limits

Motion to approve Resolution 2019-013 – A Resolution Setting the Date for a Public Hearing to Amend the Municipal Code of Tiffin, Iowa, Chapter 92, Water Rates, Chapter 95, Sanitary Sewer System and Chapter 99, Sewer User Charge System, for Water and Sewer Service Outside the City Limits by Havens.

Second by Bartels.

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

2. Resolution 2019-014 – A Resolution Setting the Date for a Public Hearing to Rezone Lots 9 and 10 of Park Place City Center – Part One

Motion to amend Resolution 2019-014 third sentence after Now, therefor be it resolved: to change to “Of Park Place City Center – Part One, from C-2B to OPD/C-1B by havens Second by Ryan. All ayes, motion carried.

Motion to approve amended Resolution 2019-014 – A Resolution Setting the Date for a Public Hearing to Rezone Lots 9 and 10 of Park Place City Center – Part One by Upton.

Second by Bartels.

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

3. Resolution 2019-015 – A Resolution Endorsing the Surface Transportation Block Grant (STBG) Application for the North Park Road Improvements Project

Motion to approve 2019-015 – A Resolution Endorsing the Surface Transportation Block Grant (STBG) Application for the North Park Road Improvements Project by Bartels.

Second by Upton.

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

4. Resolution 2019-016 – A Resolution Approving the Escrow Agreement for Hunt Club – Phase 1 and 2

Motion to approve Resolution 2019-016 – A Resolution Approving the Escrow Agreement for Hunt Club – Phase 1 and 2 by Bartels.

Second by Havens.

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

5. Resolution 2019-017 – A Resolution Approving Final Plat of Hunt Club – Phase 1 and 2

Dan - Brain Engineering – Representative explained the phasing.

Motion to approve Resolution 2019-017 – A Resolution Approving Final Plat of Hunt Club – Phase 1 and 2 by Ryan.

Second by Schnedler.

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

6. Resolution 2019-018 – A Resolution Setting the Date for a Public Hearing for Aster Village as a Planned Development Overlay Concept and Site District

Motion to approve Resolution 2019-018 – A Resolution Setting the Date for a Public Hearing for Aster Village as a Planned Development Overlay Concept and Site District by Ryan.

Second by Schnedler.

Roll Call: Schnedler, Ryan, Havens, Bartels, Upton. 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. Special Events Application – Infuse Church – Easter Egg Hunt – Motion to approve amended application to reduce the amount of portable facilities \$250 by Upton.
Second by Ryan.
All ayes, motion carried.
3. Special Events Application – Infuse Church – Block Party & Movie in the Park (June 22, July 20, August 17) and Special Event Application - Infuse Church – Movie in the Park (June 22, July 20, August 17) – Motion to approve by Bartels.
Second by Schnedler.
All ayes, motion carried.

4. Special Events Applications – Infuse Church – Movie in the Park (June 22, July 20, August 17) – Motion above
5. Consideration of Pay Estimate #11 – Portzen Construction – Motion to Approve by Upton.
Second by Ryan.
All ayes, motion carried.
6. Discussion and Consideration of Annual Urban Renewal Report for FY 2017-2018 and Council Action as Needed
Motion to approve the Annual Urban Renewal Report for FY 2017-2018 by Schnedler.
Second by Bartels.
All ayes, motion carried.
7. Discussion and Consideration of Donation to Clear Creek Amana 2019 Post Prom and Council Action as Needed
Motion to approve Donation of \$100 to Clear Creek Amana 2019 Post Prom by Upton.
Second by Ryan.
All ayes, motion carried.

L. Reports to be Received/Filed

1. January Johnson County Sheriff's Report
2. Capital Projects Engineering Totals

M. Reports from City Personnel

1. Mayor's Report – Nothing to report
2. City Council Reports – Nothing to report
3. Director of Public Work's Report – 14 ft snow plow is on new end loader and in use.
4. Building Official's Report – Adopting of new code cycles.
5. City Engineer's Report – IDOT Bid letting complete for roundabout and advised the low bid \$3 million.
6. City Attorney's Report – Nothing to report. Working on Developers Agreement.
7. City Administrator's Report – Notice sent to paper for the Budget. Discussion on STBG Grant application. Presented Council with the proposed fiber path for Windstream. Met with Joe Wegman with AW Welt – IAMU program dividend check \$7410.04.

N. Adjournment

Motion to adjourn by Ryan.

Second by Schnedler.

All ayes, meeting adjourned at 8:16 PM



Ashley Platz, City Clerk

February 19, 2019