

City of Tiffin, Iowa

Meeting:	Tiffin Regular City Council Meeting
Place:	Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time:	February 5, 2019 – 7:00 PM
Web Page:	www.tiffin-iowa.org
Posted:	February 1, 2019 (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

A. Roll Call

The City of Tiffin City Council met in a work session at the City Hall Council Chambers on Tuesday, February 5, 2019. 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, Mike Ryan and Peggy Upton arrived at 6:16 PM. Absent: None. Other members present: City Administrator Doug Boldt, Deputy City Clerk Abigail Hora, Building Official Brian Shay, City Engineer Ben Carhoff and others.

B. Agenda Additions/Agenda Approval

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

C. Discussion and Review of Lot 59, Prairie Village OPD Site Plan – For Developer Direction Only

Discussion: Council ok with reduced setback on Oakdale Boulevard. Developer would plant trees in the right-of-way and the council was ok with this as long as the City is not responsible for maintaining the trees. Good Neighbor meeting tomorrow February 6, 2019 at 5:00 PM.

D. Discussion of Possible Development at 301 and 311 Main Street – Mitch King

Council approved the conceptual drawing that included the additional parking spots for tenants.

E. Discussion and Review of Recreation Center Survey Results

Discussion: Alan Wieskamp from Shive-Hattery presented results from the survey. Council discussed City owned vs partnership and the pros and cons. Asked Alan to look into a few items and report back with his findings including other communities and their membership fees to a Recreation Center.

F. Discussion of FY 2019-2020 Budget

Discussion: Moved to regular meeting

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

H. Other Business

I. Adjournment

Motion to adjourn by Ryan
Second by Schnedler
All ayes, meeting adjourned at 6:59 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, February 5, 2019. Mayor Berner called the meeting to order at 7:05 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Peggy Upton, Eric Schnedler and Mike Ryan. Absent: None. Other members present: City Administrator Doug Boldt, Deputy City Clerk Abigail Hora, Building Official Brian Shay, Public Works Director Brett Mehmen, City Engineer Ben Carhoff, City Attorney Crystal Raiber, and others.

C. Agenda Additions/Agenda Approval

Motion to approve the agenda by Bartels

Second by Havens

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.

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

Motion to approve the Consent Agenda which includes the City Council minutes by Upton

Second by Bartels

All ayes, motion carried.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

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 Second Reading and Proceed to Third 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 Havens
Second by Schnedler
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, second 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 Second Reading and Proceed to Third 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 Havens

Second by Schnedler

Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, second 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 Second Reading and Proceed to Third 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 Ryan
Second by Havens
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, second 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 Second Reading and Proceed to Third 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 Upton
Second by Schnedler
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, second reading approved.
5. Ordinance No. 2019-449 – An Ordinance Amending Ordinance No. 2018-442, An Ordinance Vacating a Portion of Existing Park Road in Tiffin, Iowa, to Include a Completion Date for the Private Street
 - a. Motion to Approve Second Reading
Motion to approve Ordinance No. 2019-449 – An Ordinance Amending Ordinance No. 2018-442, An Ordinance Vacating a Portion of Existing Park Road in Tiffin, Iowa, to Include a Completion Date for the Private Street by Schnedler
Second by Ryan
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, second reading approved.
 - b. Motion to Suspend the Requirement to Pass Ordinance on Two Considerations before Final Passage as stated in Iowa Code Section 380.3
Motion to Suspend the Requirement to Pass Ordinance on Two Considerations before Final Passage as stated in Iowa Code Section 380.3 by Ryan
Second by Bartels
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler
All ayes, motion to suspend requirements approved.
 - c. Motion to Approve Third and Final Reading
Motion to approve Ordinance No. 2019-449 – An Ordinance Amending Ordinance No. 2018-442, An Ordinance Vacating a Portion of Existing Park Road in Tiffin, Iowa, to Include a Completion Date for the Private Street by Ryan
Second by Schnedler
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, third reading approved.

I. Resolutions for Approval

1. Resolution 2019-009 – A Resolution Approving the Updating of the City of Tiffin’s Capital Improvement Plan
Motion to approve Resolution by Havens
Second by Bartels
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, motion carried.

2. Resolution 2019-010 – A Resolution Setting a Date for Public Hearing for FY 2019-2020 Budget
Motion to approve Resolution Havens
Second by Ryan
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, motion carried.
3. Resolution 2019-011 – A Resolution Setting the Date for a Public Hearing for Park Place City Center as a Planned Development Overlay Concept and Lot 1 Site District
Motion to approve Resolution by Ryan.
Second by Schnedler.
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, motion carried.
4. Resolution 2019-012 – A Resolution Approving the Appointment of a Zoning Board of Adjustment Member for the City of Tiffin, Iowa
Motion to approve Resolution by Upton
Second by Ryan
Roll Call: Havens, Bartels, Upton, Schnedler, Ryan. All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Bartels
Second by Ryan
All ayes, motion carried.
2. Discussion and Consideration to Amend the Water Ordinance in Reference to Providing Water Service to Properties Outside the City Limits and Council Action as Needed
City Administrator to get verbiage to amended the ordinance and set the Public Hearing at the next Council Meeting

L. Reports to be Received/Filed

- 1.

M. Reports from City Personnel

1. Mayor's Report – Mayor attended Johnson County Assessor meeting. MPO meeting was delayed due to weather. STBG applications are out and being worked on by Doug and Ben. Applications are due February 22nd.
2. City Council Reports – Councilmember Ryan said a representative will be here next meeting talking about feral cats and introducing a trap, vaccinate, and spay/neuter program
3. Director of Public Work's Report – Next meeting will have a large payable to replace the flow meter at the water plant
4. Building Official's Report – Nothing to report
5. City Engineer's Report – Sewer report will be discussed next meeting
6. City Attorney's Report – Nothing to report
7. City Administrator's Report – Talked about an LMI program. Suggested a special meeting to discuss the FY 2019-2020 Budget for Tuesday, February 12, 2019, at 6:00 p.m. Meeting was set.

N. Adjournment

Motion to adjourn by Ryan

Second by Schnedler

All ayes, meeting adjourned at 7:45 PM



Ashley Platz, City Clerk

February 5, 2019